

EDR FREIGHT PLATFORM

Portal & Backoffice

User Guide

Every screen, department by department — for freight customers, shipping lines, and EDR staff.

Covers **edr-freight-web/portal** (customer & shipping-line) and **edr-freight-web/backoffice** (EDR staff), captured live against the dev application — every nav item in both apps, plus deep step-by-step walkthroughs of the core journeys. Generated 21 Aug 2026.

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How to read this guide. Every nav item in both apps has a real screenshot from the live dev application. Items marked **DEEP DIVE** additionally walk every step of the flow, numbered, with a screenshot per step. Access to each backoffice item is gated by a named permission, shown in monospace, sourced directly from `sidebar-sections.tsx`.

The freight portal is where an importer, exporter, or freight forwarder signs up, gets their company approved, and runs contracts, bookings, tracking, and billing themselves.

DEEP DIVE

Sign up & company onboarding

Every new portal account walks the same wizard before it can book anything. Driven end-to-end on a fresh account, using the co-operative path so no real business's eTrade registration is pulled into this document.

1 Create account

First/last name, email, phone, password (with a live strength checklist), and an optional company-stamp image applied next to your signature when you later sign contracts.

The screenshot shows a web form for creating an account. At the top right, there is a language selector showing 'Eng' with a dropdown arrow. The form fields are: a text input for email containing 'edr-guide-demo2@edr.local'; a 'Phone' section with a country code dropdown (showing a flag) and a text input for the number '+251 91 122 3344'; a 'Password' section with a text input filled with dots and a toggle icon; a checklist of password requirements: 'At least 8 characters', 'One uppercase letter', 'One lowercase letter', 'One number', and 'One special character', all marked with green checkmarks; and a 'Confirm password' section with a text input filled with dots and a toggle icon. The footer contains the copyright '© 2026 EDR Freight' and three links: 'Terms & Conditions', 'Privacy Policy', and 'Help & Support'.

Eng ▾

edr-guide-demo2@edr.local

Phone *

🇲🇰 ▾ +251 91 122 3344

Password *

..... 🔍

- ✓ At least 8 characters
- ✓ One uppercase letter
- ✓ One lowercase letter
- ✓ One number
- ✓ One special character

Confirm password *

..... 🔍

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2

Verify email & phone (OTP)

A 6-digit code is sent to both the email and phone given at signup. Enter it to activate the account — **Verify & create account** is disabled until all 6 digits are filled.

Eng

Verify it's you

We sent a 6-digit code to e***2@edr.local and +251900*****. Enter it to finish creating your account.

Verification code

1 3 9 0 2 7

Verify & create account

← Back Resend in 41s

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3

Tell us about your company

Choose **Ethiopian** or **Foreign** registration, optionally flag a **co-operative union or farm** (TIN but no trade licence — skips the eTrade lookup below), then pick one or more roles: **Importer**, **Exporter**, **Freight Forwarder**.

Tell us about your company

This determines the documents we'll ask you to provide.

For members with a TIN but no business licence, you can type your registration details instead of uploading them from eTrade, and upload your co-operative papers in place of a trade licence.

What does your company do?(multiple)

☒ **Importer**
Import goods into Ethiopia via the railway corridor.

☐ **Exporter**
Export goods from Ethiopia via rail.

Continue →

Company information

Enter VAT and TIN — for a normal company, **Get Data** pulls the registration straight from eTrade (name, licence number, status, region/zone/woreda/kebele) with nothing typed by hand. A co-operative's TIN usually isn't on eTrade ("Nothing on file at eTrade for this TIN" — expected, not an error), so the wizard falls back to a manual registration-details form, shown here.

Company Information ×

Confirm your VAT number and we'll pull your registration straight from eTrade.

Company Name

EDR's company

Registered address

Region

Oromia

Zone

East Zone

Woreda

Woreda 05

Kebele

Kebele 02

House No.

5

Company owner

Name, email and phone of the person who runs the company. For a normal registration this is pre-filled from eTrade/Fayda; a co-operative types it by hand.

Company Owner ×

The person registered on your eTrade licence. We fill in what eTrade and Fayda gave us.

The person who runs the co-operative union or farm. eTrade held no record for your TIN, so we need all of these from you.

Owner's Name

EDR GuideDemo2

Owner's Email

edr-guide-demo2@edr.local

Owner's Phone

▼ +251 90 099 8877

← Back Continue →

6

Who acts for you

Declare whether anyone holds power of attorney. **No, the owner acts for us** is the simple path (no delegation paper needed); **Yes, we have a representative** additionally verifies that person and asks for a DARS delegation paper.

Who Acts For You ×

Tell us whether anyone holds power of attorney — your answer decides whose identity we verify.

The owner acts for the company We have a representative

Nobody holds power of attorney, so we verify the owner.

Company owner Verification required Verify with Fayda

Verify this person with Fayda. Their name, phone and address come from the verification — there is nothing to fill in by hand.

← Back Continue →

Identity verification (Fayda)

The final gate before a company reaches staff review: the declared owner (or representative) must verify their identity through **Fayda**, Ethiopia's national digital ID — name, phone and address are pulled from that verification, nothing is typed.

Not captured beyond this step. This dev environment has `FAYDA_ENABLED=false`, so the real Fayda callback can't complete here — the wizard correctly refuses to continue without it ("Fayda integration is not enabled", shown in the screenshot). In an environment with Fayda configured, completing this step submits the company to EDR staff as **Pending approval** (Section 3 → Customers), and once approved the customer's Home, Contracts and Bookings unlock. Because of this, the New Contract / New Booking wizards below (and the customer side of the booking lifecycle) are described from their step components rather than driven live.

HOME, CONTRACTS, BOOKINGS, INVOICES, SETTINGS, SUPPORT

Home (/portal)

Onboarding progress banner (0% → 60% as the wizard above is completed, captured live in the screenshots), active-contracts/shipments/payment KPIs, upcoming **Booking Windows** (payment and cargo-submission deadlines per train), recent contracts, "My Shipments", recent activity, outstanding invoices, and a freight-volume chart. "Create a contract" is the primary call to action once onboarding is complete.

Contracts (/contracts, wizard at /contracts/new)

Standing agreements a customer ships against once signed. Wizard steps (from new-contract-form/): Operation type → Contract type → Service type → Cargo scope → Route → Documents → Review, each its own component file.

Bookings (/bookings, wizard at /bookings/new)

One shipment against a contract (or a one-time booking). Wizard steps (from new-booking-form/): Operation type → Contract type → Service type → Route → Cargo details → Scheduling (train/window) → Documents → Review & submit. Submitting sends it into the backoffice Bookings queue (Section 3), landing exactly on the rows this guide's Bookings section screenshots.

Invoices (/billing)

Storage, demurrage, double-handling and freight invoices with outstanding balance and payment status; links out to the payment flow.

Settings & Signature (/settings, /signature)

Account details and the signature/stamp used when digitally signing contracts.

Help & Support (/help)

FAQ, terms, privacy policy, and a floating live-chat widget (support ticket goes to EDR staff Support/Chat — Section 3).

Portal — Shipping Line

edr-freight-web/portal

A second, separate persona in the same portal app — shipping lines are staff-created accounts (not self-signup) with their own routes and sidebar, entirely at `/shipping-line/*`.

OVERVIEW

Home (`/shipping-line`)

Shipping-line equivalent of the customer dashboard — no onboarding wizard (staff register shipping lines with their details already captured), no Contracts tab (shipping lines don't hold freight contracts with EDR the way customers do).

Bookings (`/shipping-line/bookings`)

Bookings routed through this shipping line.

Invoices (`/shipping-line/invoices`)

Shipping-line credit/invoice ledger — see also **Shipping Line Credits** in the backoffice Main menu.

Settings & Help (`/shipping-line/settings`, `/shipping-line/help`)

Account settings and support — same shell, no support-chat widget (it resolves a customer company, which a shipping line doesn't have).

No shipping-line login was available in this environment to drive these screens live — described from the portal's route table (`App.tsx`) instead of a screenshot.

Backoffice — Main menu

edr-freight-web/backoffice

Sales & commercial staff's home base: every company, contract and booking in one place, plus the queues that route requests to the right department.

Overview `FREIGHT_PERMS.overview.view`

Landing dashboard after login — company/contract/booking counts and recent activity across the whole operation.

**EDR Freight**
Backoffice Console

MAIN MENU

 Overview

 Customers

 Shipping Lines

 Shipping Line Credits

 Contracts

 Bookings

 Shared wagon approvals

 Wagon cancellations

 Clearance Documents

 Transactions



99+

SA Super Admin
superadmin@tria.com

Good morning, Super 

Friday, August 21, 2026

Executive dashboard

Updated just now

7 days

30 days

90 days



**E**
R.

**C**
C.

**A**
A.

**A**
A.

REVENUE & VOLUME

**Bookings & rev...**

Bookings

Revenue

Prev period

Customers `FREIGHT_PERMS.customers.view`

Every registered company with its role profile(s), TIN, contact, and status (Pending approval / Pending changes / Onboarding / Active). This is where a company that finished portal onboarding (Section 1) is reviewed and approved.

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Customers

Companies registered for freight services, with their role profiles.













All Pending approval Pending changes Onboarding

Company	Profiles
 KENERA INTERNATIONAL ... TIN 0004395111 - Ethiopia Foreign Importer	

DEEP DIVE

Reviewing a booking request

1

Bookings queue FREIGHT_PERMS.bookings.view

Every booking, filterable by booked-by, kind, status, direction, freight, service, and route, with queue/needs-action/urgent/completed counts up top. A row's status (*Documents Under Review*, *Clearance Ready*, *In Transit*...) tracks it through the whole booking → warehouse → dispatch lifecycle.


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Booking requests

Review, approve, and schedule freight booking requests.

+ Create booking
Refresh

1..
In...

5
N...

0
U...

3
C...

Booked by

Export

Kind
Status
Direction
Freight
Service
Route
+ More filters

2

Booking detail

Opening a row shows the full record — route, cargo, documents, payment and status history — with the review/approval actions available for its current status.


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Dashboard > Booking requests > **BK-2026-000123**

BK-2026-000123

ARRIVED
NORMAL
DISPATCHED

←
MESELE NIGATU DAMTE · erdt
· Scheduled 2026-08-22T00:00:00.000Z

E.
T...

2.
C...

1
C...

5
P...

→ **Next: COMPLETE**
Mark shipment complete

Reviewing a contract request

1 Contracts queue FREIGHT_PERMS.contracts.view

Same review pattern as Bookings, one level up — standing agreements with status (Active, Fully Executed, Submitted → With EDR · Review) and validity window.

The screenshot displays the EDR Freight Backoffice Console interface. On the left is a sidebar with a 'MAIN MENU' containing links to Overview, Customers, Shipping Lines, Shipping Line Credits, Contracts (highlighted), Bookings, Shared wagon approvals, Wagon cancellations, Clearance Documents, and Transactions. The main content area is titled 'Contract requests' with a subtitle 'Review, approve, and execute freight contract requests.' and a refresh button. Below the title is a summary row with four cards: '5. In...' (green), '5 N...' (yellow), '0 U...' (red), and '0 C...' (green). A search bar at the top right allows searching for bookings or trains. Below the summary row is a filter section with a search bar for 'reference or custc', an 'Export' button, and a 'Newest first' sort option. Several filter buttons are available: Status, Kind, Direction, Freight, Service, and Route, along with a '+ More filters' button. The top right corner shows the user 'Super Admin' with email 'superadmin@tria.com' and a notification badge with '99+'.

Contract detail

Full agreement record — cargo scope, route, financial terms, and the staff/director/CEO signature chain (approvedByStaff → signedByDirector → signedByCeo in the data model).

 **EDR Freight**
Backoffice Console

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Dashboard > Contract requests > CTR-2026-00066

CTR-2026-00066

ACTIVE

GENERAL

←

MESELE NIGATU DAMTE

↗

· Created Aug 21, 2026 · Valid until Aug 31, 2026, 12:00 AM

↻

...

2

S...

A.

V...

1

R...

U.

C...

Workflow progress

✓

✓

-

✓

🛡️

🚚

✓

Clearance Documents `FREIGHT_PERMS.contracts.opsClearanceReview`

Per-shipment clearance-document review for bookings *without* customs clearing (self-clearance).

 **EDR Freight**
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Clearance Documents

Operations review of the clearance documents customers upload on their shipments (services without customs clearing).

↻

Status

Direction

Freight

Booked by

Ownership

Created

CUSTOMER

CONTRACT

SHIPMENT

STATUS

SHAFICI

PHARMACEUTICAL

MEDICAL

Transactions `FREIGHT_PERMS.invoices.view` / `payments.view`

Invoices, Payments and USD Payments live on one page as tabs — either permission alone opens it.

**EDR Freight**
Backoffice Console

MAIN MENU

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Invoices

Every invoice issued across bookings, warehouse fees and clearance charges.

Invoices

Manual Payments (ETB)

\$

ET...

Total co...

ET...

Collecte...

\$153

Collecte...

Export

All

Pending

Payment processing

Paid

Overdue

Refresh

Shipping Lines `FREIGHT_PERMS.shippingLines.view`

Shipping-line companies and their portal accounts (Section 2) are managed here.

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Shipping Lines

Carriers with their own portal access. Registered by staff — there is no self-signup.

+ Register shipping line

Shipping line	Contact	Identifier
Feven's SCAC AAA	taem46936@gmail.com +251988389072	IMO AAA1234 BIC FEV
Naod	nawazed78@gmail.com +251902523348	—
Alazar's	alazarabate8@gmail.com +251921631531	—

Shipping Line Credits `FREIGHT_PERMS.shippingLineCredits.view`

Prepaid credit balances shipping lines draw against.

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Shipping Line Credits

What each line owes — outstanding totals and the full credit ledger.

Credits

Invoices

ET...

Total ou...

ET...

Unbilled...

ET...

Billed - 3...

All shipping lines

All statuses

8 records

Refresh

Shared wagon approvals `bookings.approveConsolidation`

A human decision gate before a consolidated (shared-wagon) pair of bookings reaches operations.

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Shared wagon approvals

Two customers' cargo on one wagon — review the pairing before it reaches Operations.

✓

Nothing waiting for approval.

Wagon cancellations bookings.wagonCancellationView

Cancellation requests awaiting review.

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Dashboard > Bookings > **Wagon cancellations**

Wagon cancellations

Partial wagon cancellations — fees charged, credits held, and where each credit was rebooked

Status

Date range

Clear

Requested	Booking	Company
Aug 18,	BK- 0000	SHAFIELD PHARMACEUTICAL M

Support FREIGHT_PERMS.support.agentView

Staff side of the customer support-chat widget seen in Section 1.

 **EDR Freight**
Backoffice Console

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 **Customer Support**
Shared inbox — chat with customers in real time

+ New chat

All

Unread

 **Blue Nile Textile Mills PLC**
You: HELLO

Aug 17

Select a conversation, or start a new chat.

Chat FREIGHT_PERMS.chat.view

Internal staff messaging.



EDR Freight

Backoffice Console

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-  Clearance Documents
-  Transactions



Search bookings,
trains...



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Chat

Internal messaging for EDR staff



Opens EDR Chat in a new tab, already signed in
as you.

 Open EDR Chat

Backoffice — Operations

edr-freight-web/backoffice

The corridor's day-to-day running — clearance, train scheduling, and first/last-mile trucking.

Clearance `contracts.clearanceReview` / `clearanceEtActions`

The Ethiopia-side customs clearance queue for bookings that use EDR clearing (as opposed to the self-clearance "Clearance Documents" queue in Section 3).

 **EDR Freight**
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Document Clearance

🛡️ 25 In clearance

Every customs shipment in phased clearance — the documents live on the shipment, not on the contract.



 **25**
In clear...

 **2**
Awaitin...

 **23**
Ready / ...

 **Booking windows**

Import and export booking windows across all lanes (EAT)

Import

Payment

Export

Open now

DC... → GMP (Gelan ...

GMP (Gelan ... → DC...

GL Djibouti Clearance `contracts.clearanceDjActions`

The Djibouti-side clearance counterpart, handled by the Djibouti general logistics team.

 **EDR Freight**
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GL Djibouti — Clearance

Customs shipments handed off to Djibouti GL — every clearance step lives on the shipment.

 **2.**
S...

 **8**
I...

 **1.**
E...

 **0**
R...

Direction ▾

Freight ▾

Status ▾

DJ action ▾

Train Schedules `FREIGHT_PERMS.trainScheduling.view`

The scheduling board that assigns bookings to trains/wagons within a route-day window.

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Train Schedules

Operational train scheduling with full allocation workflow.

New schedule

 **3.**
T...

 **5**
S...

 **0**
D...

 **1.**
PL...



Export

Newest created

Status ▾

Freigh ▾

Route ▾

Batch Board `FREIGHT_PERMS.trainScheduling.view`

The route-day batch engine's own board — open/closing booking windows per lane, mirrored on the customer's Home dashboard as "Booking Windows".

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Batch Board

All import schedules — live and historical — with their booking windows.

Refresh

**19**
Schedul...

**3**
Open wl...

**10**
Booking...

All statuses

All windows

Departure date re

Table

Cards

First Mile FREIGHT_PERMS.firstMile.view

Truck pickup from a customer's premises to the origin yard, for import bookings that need it.

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Assign Mile

All (3)

Ready to Transit (3)

In Transit (0)

Received to Port (0)

Assigned (0)

Unassigned (3)

Post Payment Pending (0)

☐	BOOKING	CUSTOMER	POST PAYMENT
☐	PAID-EXP-003	Paid Import/Export Mile De...	ETB 0.00
☐	PAID-EXP-002	Paid Import/Export Mile De...	ETB 0.00

Last Mile FREIGHT_PERMS.lastMile.view

EDR-arranged final delivery from the destination yard to the customer, as an alternative to customer self-haul.

 **EDR Freight**
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Deliveries

Requests

Assign Mile

All (3)

Ready to Transit (3)

In Transit (0)

Delivered (0)

Assigned (0)

Unassigned (3)

Post Payment Pending (0)

☐	BOOKING	CUSTOMER	POST PAYMENT
☐	PAID-IMP-003	Paid Import/Export Mile De...	ETB 0.00
	PAID-		

Backoffice — Fleet Management

edr-freight-web/backoffice

Every rolling-stock and road asset EDR owns or operates, plus the maintenance and compliance work that keeps them running.

Fleet Dashboard `FREIGHT_PERMS.fleetDashboard.view`

Rollup across locomotives, wagons, and road vehicles — availability, utilisation, and alerts.

 **EDR Freight**
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 A

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Dashboard > Fleet > Dashboard

Fleet Management Dashboard

Real-time fleet overview, vehicle & driver management



TOTAL VEHICLES

62



TOTAL DRIVERS

0





Routes FREIGHT_PERMS.routes.view

Corridor route definitions.

 **EDR Freight**
Backoffice Console

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Routes

Define rail corridors, segment distances, and operational status for train scheduling.

+ Add route

25

Total ro...

25

Available

0

Unavall...

Table

Cards

CORRIDOR	ORIGIN	DE
----------	--------	----

Locomotives FREIGHT_PERMS.locomotives.view

Locomotive fleet inventory.

 **EDR Freight**
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Dashboard > Locomotives

Locomotives

Manage locomotive master data used by train scheduling and fleet operations

+ Add Locomotive

Table

Cards

Export

Status

Current Yard

+ More filters

CODE	NAME	TYPE	CURRENT YARD	STATUS	M/PL
------	------	------	--------------	--------	------

Train Builder FREIGHT_PERMS.trains.view

Assembles a train from a locomotive and wagon set for a scheduled run.

 **EDR Freight**
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- Wagon cancellations
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- Transactions

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Train Builder

Assemble coded trains from locomotives and wagons in a yard, ready to schedule as a unit.

Build train

 **1..**
T...

 **4**
A...

 **4**
S...

 **3.**
W...

All statuses

All yards

TRAIN	TRAIN NO	YARD	LOCOMOTIVES	C
-------	----------	------	-------------	---

Wagons FREIGHT_PERMS.wagons.view

Wagon inventory by type/status.

 **EDR Freight**
Backoffice Console

MAIN MENU

- Overview
- Customers
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- Shipping Line Credits
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- Bookings
- Shared wagon approvals
- Wagon cancellations
- Clearance Documents
- Transactions

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Dashboard > Wagons

Wagons

Manage wagon master data. Operational scheduling uses train schedules separately

Yard Workspace

Transfer Requests

Add Wagon

Table

Cards

Export

Status

Wagon type

Current Yard

Wagon Transfers wagons.transferView

Moving wagons between yards.

**EDR Freight**
Backoffice Console

MAIN MENU

Overview

Customers

Shipping Lines

Shipping Line Credits

Contracts

Bookings

Shared wagon approvals

Wagon cancellations

Clearance Documents

Transactions

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Dashboard > Wagons > Transfers

Wagon transfers

Requests for wagons to move between yards — delivered in instalments until the full count is met

Refresh

2

Open on...

35

Wagons...

2

Reques...

Requests

History

Vehicles FREIGHT_PERMS.vehicles.view

The road-truck fleet.

**EDR Freight**
Backoffice Console

MAIN MENU

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Shipping Line Credits

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Bookings

Shared wagon approvals

Wagon cancellations

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Transactions

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Dashboard > Vehicles

Vehicles

Manage vehicle master data for fleet operations

+ Add Vehicle

Table

Cards

Status

Availability

+ More filters

CODE	PLATE NUMBER	TRAILER PLATE NO	MANUFACTURER	MODEL	

Truck drivers.



EDR Freight
Backoffice Console

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- Transactions



Search bookings,
trains...



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Dashboard > Drivers

Drivers

Manage driver records and licenses

+ Add Driver



Search drivers...



Table



Cards

Status



More filters

DRIVER'S
LICENSE
NUMBER

FIRST
NAME

LAST
NAME

EMAIL

PHONE

GENDER

No drivers found

Track Vehicles `FREIGHT_PERMS.tracking.view`

Live GPS map of the fleet.

**EDR Freight**
Backoffice Console

MAIN MENU

 Overview

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 Shipping Lines

 Shipping Line Credits

 Contracts

 Bookings

 Shared wagon approvals

 Wagon cancellations

 Clearance Documents

 Transactions

 A

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Dashboard > Fleet > Vehicle Tracking

Real-Time Vehicle Tracking

Live GPS positions from GT06 trackers

+ Register tracker

Live Map

0 online • 0 located

Map tiles render blank in this environment — the Google Maps key (`VITE_GOOGLE_MAPS_API_KEY`) is expired; the page and its controls are otherwise real.

Fuel Purchases FREIGHT_PERMS.fuel.view

Fuel spend records.

 **EDR Freight**
Backoffice Console

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- Transactions

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Dashboard > Fleet > Fuel Management > Record Purchase

Fuel Purchases

+ Record Purchase

Total Purchases
0

Total Liters
0.00 L

Total Cost
ETB 0

Avg Price/L
ETB 0.00

Purchased ▾

Vehicle	Date	Liters	Cost/L	Total	Station
---------	------	--------	--------	-------	---------

Fuel Analytics FREIGHT_PERMS.fuel.view

Consumption trends and efficiency.

 **EDR Freight**
Backoffice Console

MAIN MENU

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- Shipping Lines
- Shipping Line Credits
- Contracts
- Bookings
- Shared wagon approvals
- Wagon cancellations
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- Transactions

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Dashboard > Fleet > Fuel Management > Statistics

Fuel Consumption Analysis

Vehicle

Select vehicle to analyze ▾

Period

Last 12 months ▾

Select a vehicle to view fuel consumption statistics

Maintenance FREIGHT_PERMS.maintenance.view

Scheduled/unscheduled service records.

 **EDR Freight**
Backoffice Console

MAIN MENU

Overview

Customers

Shipping Lines

Shipping Line Credits

Contracts

Bookings

Shared wagon approvals

Wagon cancellations

Clearance Documents

Transactions

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Dashboard > Fleet > Maintenance

Maintenance

+ New Schedule

Due Board — by date and driven km

Nothing scheduled fleet-wide

Select Vehicle

Pick a vehicle

Select a vehicle to view its maintenance schedule

Work Orders FREIGHT_PERMS.maintenance.view

Maintenance work orders in progress.

 **EDR Freight**
Backoffice Console

MAIN MENU

Overview

Customers

Shipping Lines

Shipping Line Credits

Contracts

Bookings

Shared wagon approvals

Wagon cancellations

Clearance Documents

Transactions

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Dashboard > Fleet > Maintenance > Work Orders

Work Orders & Parts

Work Orders

Parts / Tires

Warranties

All statuses

+ New Work Order

No work orders yet

Compliance & Alerts FREIGHT_PERMS.compliance.view

Licence/inspection expiries and compliance alerts.

**EDR Freight**
Backoffice Console

MAIN MENU

 Overview

 Customers

 Shipping Lines

 Shipping Line Credits

 Contracts

 Bookings

 Shared wagon approvals

 Wagon cancellations

 Clearance Documents

 Transactions



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Dashboard > Fleet > Compliance

Compliance & Alerts

+ New Record



Expiry Alerts

No compliance items are overdue or due soon. All clear.

Compliance Records

Expiry

Incidents FREIGHT_PERMS.fleet.view

Accident/incident log.

**EDR Freight**
Backoffice Console

MAIN MENU

 Overview

 Customers

 Shipping Lines

 Shipping Line Credits

 Contracts

 Bookings

 Shared wagon approvals

 Wagon cancellations

 Clearance Documents

 Transactions



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Dashboard > Fleet > Incidents

Accidents & Incidents

+ Report Incident

Total Incidents

0

Open

0

Under Review

0

Resolved

0

Procurement FREIGHT_PERMS.procurement.view

Fleet purchasing.

 **EDR Freight**
Backoffice Console

MAIN MENU

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- Transactions

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Dashboard > Fleet > Procurement

Procurement & Assets

AcquisitionsVendorsDisposals

+ New Acquisition

Item / Asset	Vehicle	Type	Date	Cost	Status
No acquisitions recorded yet.					

Financial Reports FREIGHT_PERMS.fleetReports.view

Fleet-specific cost reporting, distinct from the platform-wide Reports catalog (Section 9).

 **EDR Freight**
Backoffice Console

MAIN MENU

- Overview
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Dashboard > Fleet > Financial Reports

Financial Reports

Fleet Financial Analysis

Vehicle

Period

Select a vehicle

Last 12 months

Select a vehicle to view financial reports

Backoffice — Imports

edr-freight-web/backoffice

The import-side yard workflow: receive → store → customer truck / EDR last mile → handover → exit paper. All items share `FREIGHT_PERMS.warehouseInventory.view`.

Import Overview `warehouseInventory.view`

Landing summary for the import warehouse workflow.



EDR Freight

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Search bookings,
trains...



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Import Operations

Manage import gate flow, marshalling handoff, arrived trains, unloaded bookings, and dispatch-ready inventory.

Export Operations



4

Arrived

Import trains



1

Unloaded

Import trains



0

Dispatch Ready

Import trains



12

Total Bookings

Across arrived
trains

Arrival Queue

Import cargo arriving at the yard, waiting to be received into warehouse inventory — the first step of the import lifecycle.



EDR Freight
Backoffice Console

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Search bookings,
trains...



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Dashboard > **Arrival queue**

Arrival / Unloading Queue

Arrived import trains ready to unload assigned bookings into warehouse inventory.



1
R...



2
P...



0
T...



1
It...

4 arrived import trains



Train #, route, origin, destination...

Arrival

Any

Import Trucks

Trucks in the yard for import pickup.



EDR Freight
Backoffice Console

MAIN MENU

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- Transactions



Search bookings,
trains...



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Import trucks

Unloaded import bookings and the trucks taking them out — cargo costs per truck, detention on EDR fleet.



Booking, customer, train...

Arrived

Any

Plate

Type

Containers

Truck Arrival



PAID-IMP-001

Paid Import/Export Mile Demo Customer

Rows per page

10



Showing 1-1 of 1 bookings

Container Returns

Empty-container return tracking.



EDR Freight
Backoffice Console

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- Wagon cancellations
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- Transactions



Search bookings,
trains...



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Container Returns

Empty containers returned by last-mile trucks (EDR or customer self-haul)

All

EDR Last Mile

Customer Self-Haul

Record Return

Returned Containers



Search container, facility, condition...

Returned

Any

Terminal Inventory (?direction=IMPORT)

Everything currently sitting in the import warehouse.

**EDR Freight**
Backoffice Console

MAIN MENU

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- Transactions

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Import Terminal Inventory

Track received items through the storage, reservation, loading and dispatch lifecycle.

Import

Export

All warehouses

All yards

All zones

All statuses

Inventory Inquiry

Search across all warehouse inventory regardless of direction.

**EDR Freight**
Backoffice Console

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Inventory Inquiry

Locate any cargo, container or goods inside the warehouse network.

Booking reference

Container number

Goods name

Warehouse

Yard

Zone

Status

Backoffice — Exports

edr-freight-web/backoffice

The export-side mirror: receive → store → load → dispatch → arrive → unload → handover. Same shared permission as Imports.

Export Overview `warehouseInventory.view`

Landing summary for the export warehouse workflow.

**EDR Freight**
Backoffice Console

MAIN MENU

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 Contracts

 Bookings

 Shared wagon approvals

 Wagon cancellations

 Clearance Documents

 Transactions



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Export Operations

Manage export receive, terminal inventory, loading readiness, loaded items, and dispatch flow.

 Receive for Loading

 Import Operations

Warehouse *

Select ware ⌵

Yard *

Select ware ⌵

Zone *

Select yard ⌵

**19**
Eligible
Export bookings

**0**

**2**
Received
Export bookings

**0**

Loading Queue

Export cargo staged and waiting to be loaded onto a train — the export-side mirror of the Arrival Queue.

 **EDR Freight**
Backoffice Console

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Loading Queue

Manage bookings and inventory through the loading workflow.

Auto Load Ready Items

 **1**
R...

 **2**
P...

 **0**
T...

 **1**
It...

0 Ready to Load

0 Pending Payment

0 Loaded Inventory

0 Dispatch Queue

Load to Train

Loaded Inventory

Cargo already loaded on a train, awaiting dispatch.

 **EDR Freight**
Backoffice Console

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Loaded Inventory

Items loaded onto wagons, with their loading records.



No loaded inventory yet

Once items are loaded onto a wagon, their records show here.

Trains ready to depart.

Djibouti Unloading

The corridor's Djibouti-end unload step.

EDR Freight

Backoffice Console

MAIN MENU

Overview

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Shipping Lines

Shipping Line Credits

Contracts

Bookings

Shared wagon approvals

Wagon cancellations

Clearance Documents

Transactions

Search bookings, trains...

Dashboard

>

Djibouti Arrival / Unloading Queue

Djibouti Arrival / Unloading Queue

Arrived export trains at Djibouti-side destinations, auto unloading, and signed interchange handover.

1

R...

2

P...

0

T...

1

It...

4 arrived export train(s)

Open a train, auto unload it, then view the signed interchange document.

Train Schedule	Train Number	Route	Origin

Interchange Documents `interchangeDocuments.view`

The handover paperwork between rail legs.

**EDR Freight**
Backoffice Console

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 Shared wagon approvals

 Wagon cancellations

 Clearance Documents

 Transactions



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Interchange Documents

Official freight handover documents with booking, container and cargo line items.

0 document(s)

Generated



Terminal Inventory (`?direction=EXPORT`)

Same component as the import Terminal Inventory, filtered to export — see Section 6 for the screenshot.

Intercity Cargo `FREIGHT_PERMS.trainScheduling.view`

Domestic (non-corridor) intercity freight, kept separate from the Djibouti trade lanes.

 **EDR Freight**
Backoffice Console

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 Clearance Documents

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Intercity

Domestic cargo riding passing trains — loaded at its origin facility, unloaded at its destination.

 **WAITING TO LOAD**
0

 **ON A TRAIN**
0

 **COMPLETED**
0

 **CANNOT HANDLE**
0

Waiting to load **0**

On a train **0**

Completed **0**

Warehouse Dashboard `FREIGHT_PERMS.warehouseDashboard.view`

Occupancy, throughput and fee-accrual rollup across every EDR warehouse.

 **EDR Freight**
Backoffice Console

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Warehouse Dashboard

Freight import/export logistics operations overview

Received: today

Filters

 **1**
R...

 **2**
P...

 **0**
T...

 **1**
It...

 Total Warehouses
1

 Total Inventory
3

 Received Today
1

 Awaiting Inspection
2

Trucks on Site `warehouseInventory.view`

Yard-wide, not per-direction — the gate sees import and export trucks at the same barrier.

 **EDR Freight**
Backoffice Console

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Trucks on site

Customer self-haul and EDR last-mile trucks — assigned (inbound) or arrived, until they leave the yard.

All (0) On site (0) Inbound (0) All Customer (0) EDR (0)

Arrived

No trucks assigned or on site.

Rows per page 10 Showing 0–0 of 0 trucks

Warehouses — from list to a single facility

1 Warehouses list FREIGHT_PERMS.warehouses.view

The warehouse/yard/zone registry — one row per warehouse, with weight and container occupancy at a glance and a **Create Warehouse** action.

The screenshot displays the EDR Freight Backoffice Console interface. On the left is a sidebar with the 'MAIN MENU' containing links to Overview, Customers, Shipping Lines, Shipping Line Credits, Contracts, Bookings, Shared wagon approvals, Wagon cancellations, Clearance Documents, and Transactions. The main content area is titled 'Warehouses' with the subtitle 'Manage warehouses, yards and zones.' and a '+ Create Warehouse' button. Below this is a search bar 'Search by name, code or location' and two filter dropdowns: 'All types' and 'All statuses'. There are also view toggle buttons for list and grid views. A 'Created' filter dropdown is set to 'Any'. At the bottom, the view is split into 'WAREHOUSE' and 'FACILITY' tabs. The top right of the console shows a search bar for bookings and trains, a notification bell with 99+ alerts, and a user profile for 'Super Admin' (superadmin@tria.com).

Warehouse detail

Opening **View** on a warehouse shows its full facility record — zones, capacity, and the allocation rules that decide which zone a new receipt lands in.

 **EDR Freight**
Backoffice Console

MAIN MENU

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Dashboard > Warehouses > Gelan Multipurpose port

Gelan

Multipurpose port

GMP

Open Ware... AC...

Overview Yards Zones Inventory

Ope... Type	1 Yards	224 Weight (c...	35 / ... Container...
-----------------------	-------------------	----------------------------	---------------------------------

Allocation & Fees `warehouseAllocationRules.view` / `warehouseFeeRules.view`

The rules engine for zone allocation and storage/demurrage/double-handling/truck-detention fees.

 **EDR Freight**
Backoffice Console

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Allocation & Fee Rules

Configure yard allocation and storage or demurrage free time and rates.

Allocation Rules Storage / Demurrage Fees

1 rule(s) matched by ascending priority

+ New allocation rule

 Allocation rules tell the system where to place a booking when it enters the warehouse. Lower priority numbers are checked first.

Fee Invoices warehouseFeeInvoices.view

Invoices those rules generate.

EDR Freight

Backoffice Console

MAIN MENU

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Shipping Lines

Shipping Line Credits

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Wagon cancellations

Clearance Documents

Transactions

Search bookings,
trains...

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Warehouse Fee Invoices

Demurrage & storage invoices generated from warehouse fee rules.

ACCRUING NOW

\$

ACCRUING
NOW
0.0...

CHARGING
0

FREE
DAYS
ENDING
(≤2D)
0

Booking	Customer	Location	St
BK-2026-000099	MESELE NIGATU DAMTE	GMP · ZA	f

Backoffice — Reports

edr-freight-web/backoffice

A live, permission-filtered catalog pulled from GET /reports — every report a given staff member can see is generated server-side, so this menu is never hand-listed.

Reports FREIGHT_PERMS.reports.view



EDR Freight
Backoffice Console

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Search bookings,
trains...



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Reports dashboard

Billed rail revenue and operational performance at a glance. Pick any report in the sidebar for the full table, filters and export.

Revenue

Revenue Trend

Total billed revenue per period with period-over-period growth and a rolling six-period linear projection. The projection is a trend line, not a seasonal forecast, and is blank until six periods of history exist.

ETB 37,...
Total revenue

1
Periods

ETB 37,...
Average per perl...

Granularity ▾



Export



Backoffice — Freight configuration

edr-freight-web/backoffice

Admin-only setup: reference data, document identity, and staff access.

File settings `settings.fileUpload.view`

Upload limits and accepted file types across the platform.

 **EDR Freight**
Backoffice Console

MAIN MENU

 Overview

 Customers

 Shipping Lines

 Shipping Line Credits

 Contracts

 Bookings

 Shared wagon approvals

 Wagon cancellations

 Clearance Documents

 Transactions

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▼

File upload settings

Define the file inputs every form in the platform should render — required/optional, single/multiple, allowed types and size.

 **1.**
S...

 **5.**
T...

 **3.**
R...

 **2.**
M...

↓ Import

↑ Export

 Intercity

 Other

 **Import bulk clearance**

 **Import bulk documents**

Dropdown settings `settings.dropdown.view`

Dropdown reference lists used across forms.

**EDR Freight**
Backoffice Console

MAIN MENU

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Dropdown Settings

Manage every dynamic dropdown across the platform — labels, options, ordering, and permissions.

+ New Setting

**4**
S...

**2.**
T...

**0**
M...

**1**
S...

Registered Dropdowns

Every dynamic dropdown the platform reads from.

Filter

Company stamp `settings.stamp.view`

The company seal applied to generated documents (contracts, invoices, gate passes).

**EDR Freight**
Backoffice Console

MAIN MENU

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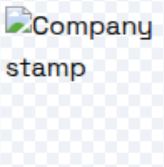
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Company stamp

The single EDR seal, applied to every generated document — invoices and receipts, warehouse release and handover papers, and the EDR side of signed contracts. Replacing it here changes it everywhere at once; there is no per-document, per-invoice or per-employee choice. Staff do not upload their own.

Company stamp



Company stamp

Stamp attached

This stamp is applied next to your signature on the contract.

Replace

Remove

Save

Remove

Company logo `settings.logo.view`

The company logo applied to generated documents.

**EDR Freight**
Backoffice Console

MAIN MENU

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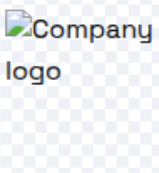
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Company logo

The single EDR logo, applied to every generated document — invoices and receipts, contracts, warehouse papers, train-scheduling manifests, and payment receipts. Replacing it here changes it everywhere at once.



Company logo

Logo attached

Shown in the header of every generated document.

Replace

Remove

Save

Remove

Contract templates `settings.contractTemplates.view`

The templates the New Contract wizard (Section 1) fills in.

**EDR Freight**
Backoffice Console

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Contract templates

The five container contract documents are built in — one per trade direction and customs-clearing option. Bulk contracts are written per cargo type: create one template per trade direction, customs option and commodity. Articles are fully editable.

+ New bulk template



IMPORT · CONTAINER

With customs

System

Container Import Contract (with customs clearing)

Import container transport by railway from SGTD (Djibouti) to Dire Dawa, Modjo dry port, or Galaan Multipurpose Port,...

13 articles

Updated 5 Aug 2026

Portal content `settings.supportContent.view / manage`

FAQ/help content shown on the portal's Help & Support page (Section 1).

 **EDR Freight**
Backoffice Console

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Portal content

Help, FAQ and legal copy shown to customers on the public portal pages. Body text is markdown, every save is versioned, and any version can be restored.

Contact

Help

FAQ

Privacy

Terms

v1 Saved

History

Reset

Save

Support email

Support phone

Displayed as typed; tel: links strip the spacing automatically.

Audit logs `FREIGHT_PERMS.auditLog.view`

Who changed what, platform-wide.

 **EDR Freight**
Backoffice Console

MAIN MENU

- Overview
- Customers
- Shipping Lines
- Shipping Line Credits
- Contracts
- Bookings
- Shared wagon approvals
- Wagon cancellations
- Clearance Documents
- Transactions

99+

SA

Super Admin
superadmin@tria.com

Audit logs

Every state-changing action taken by backoffice staff. Read-only — entries cannot be edited or removed.

Action date

Entity

All entities

Method

All methods

Outcome

Configuration — every category

1 Cargo Types (landing category)

The reference-data catalog's default tab — cargo type categories, each with an item count and edit/delete/drill-in actions.

The screenshot displays the EDR Freight Backoffice Console interface. On the left is a main menu with the following items: Overview, Customers, Shipping Lines, Shipping Line Credits, Contracts, Bookings, Shared wagon approvals, Wagon cancellations, Clearance Documents, and Transactions. The main content area is titled 'Cargo Types' and shows a search bar with the text 'Search bookings, trains...'. Below the search bar is a section titled 'Cargo Types' with a subtitle '2 top-level categories — click one to see what's inside'. There is a search bar labeled 'Search this level...' and a green button labeled '+ Add category'. Below this, there are two category cards: 'Bulk' (with a 'BULK' tag) showing '13 cargo types inside' and 'Break Bulk' (with a 'BREAK_BULK' tag) showing '3 cargo types inside'. Each card has edit, delete, and drill-in icons.

Category	Item Count	Actions
Bulk	13 cargo types inside	Edit, Delete, Drill-in
Break Bulk	3 cargo types inside	Edit, Delete, Drill-in

2 Train scheduling rules trainScheduling.rulesManage

The rules the Batch Board (Section 4) runs on.

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Train scheduling rules

Global limits applied when previewing and assigning bookings to trains.

Booking windows

Import booking-day cycle and export lead time. All times in Addis Ababa (EAT).

Import window lead

The single booking day opens this long before departure

^

v

day

Export booking lead

Export bookings are accepted first-come-first-serve starting this long before departure

3 Trade access tradeAccess.view

Which trade roles (importer/exporter/forwarder) a company profile is allowed to operate under.

 **EDR Freight**
Backoffice Console

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Trade direction access

Choose which trade directions each backoffice user can see. This filters their contracts, bookings, schedules, batch board, payments, invoices and overview. All three checked means full access; super and organization admins are never restricted.

User	Email
nati	576d1e0ba9@email.com
Naod	9cc6a5d03c@email.com
naa	934f2d2f17@email.com
Mubarek Jemal Hassen	0.83401578@example.com
nati	f6d1704c72@email.com

4

Exchange rate settings.exchangeRate.view

USD/ETB rate used across billing.

EDR Freight

Backoffice Console

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Q

Search bookings, trains...

99+

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Super Admin

superadmin@tria.com

Exchange rate (USD → ETB)

Rates come from the Commercial Bank of Ethiopia.

The fallback below is used only when CBE cannot be reached, and is refreshed automatically after every successful update.

✓ No rate requested yet since the last restart

Last successful update: never

Fallback rate (ETB per USD)

163.2325

Save

Synced automatically from CBE (Aug 20, 2026, 10:36 PM).

5

Operating standards settings.operationsStandards.view

Platform-wide operating thresholds and standards.

EDR Freight

Backoffice Console

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Q

Search bookings, trains...

99+

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Operating standards

The figures every operations report measures actual performance against.

Changing one changes what the reports call on time, over standard, or on plan — it does not change any charge a customer pays.

Save changes

Station staying time

How long a train may stand at a station before the stop needs a reason. Used by Station Staying Time.

Ethiopian stations

10 hrs

Standard stop on the Ethiopian side

Djibouti stations

13 hrs

Standard stop on the Djibouti side

6 Manual payments settings.manualPayment.view

Manually recorded payments outside the automated gateway flow.

 **EDR Freight**
Backoffice Console

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Manual payments

Whether Finance staff may mark invoices as paid by hand, from Invoices → Manual Payments. Each currency is switched separately. Confirming still requires the payment slip and the booking's pay window to be open.

 **Birr (ETB) invoices** Enabled ☒

ETB invoices are normally paid online by the customer. Switch this on when Finance also needs to settle them by hand — a bank transfer or a payment at the counter.

 **Dollar (USD) invoices** Disabled ☐

USD invoices are paid by bank transfer and have no online channel. Switching this off leaves USD customers with no way to be marked as paid.

Rules varies by category

The rule-engine categories that drive fee and allocation behaviour (see Warehouse Management, Section 8) — priority rules shown here as the landing category.

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Priority Rules

Wagon-count, payment-currency, and customs scoring rules

 Add Priority Rule

SA

 Table

 Cards

 Manage order

TYPE	CURRENCY	MIN WAGONS	MAX WAGONS	POINTS
CUSTOMS	—	1	10	7
CUSTOMS	—	11	54	15

Staff FREIGHT_PERMS.admin / staff.*

Employee registration, role assignment, and the roles/permissions catalog itself — the IAM user-management app, embedded at /user-management.

← Back to home

User Management

EDR Freight

Overview

Dashboard

Organizations

Organizations

Organization Admins

External Users

Records

Migrated Records

Configuration

Positions

Dashboard

!

Error loading dashboard

There was an issue loading the dashboard data. This could be due to network issues or server problems.

Retry

Its dashboard failed to load in this dev environment ("Error loading dashboard") — the embed itself opened correctly; the sidebar (Dashboard, Organizations, Organization Admins, External Users, Records...) is genuine.