

MACL BUSINESS PORTAL

HARBOUR

MODULE REGISTRATION MANUAL

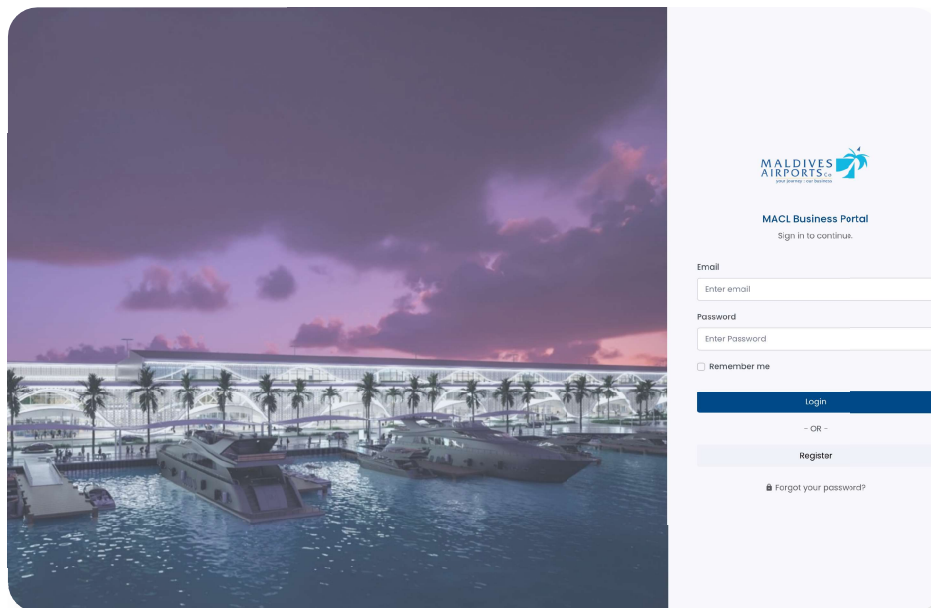


The MACL Harbour Portal is designed to streamline the management of berthing and permit requests at Velana International Airport Harbour.

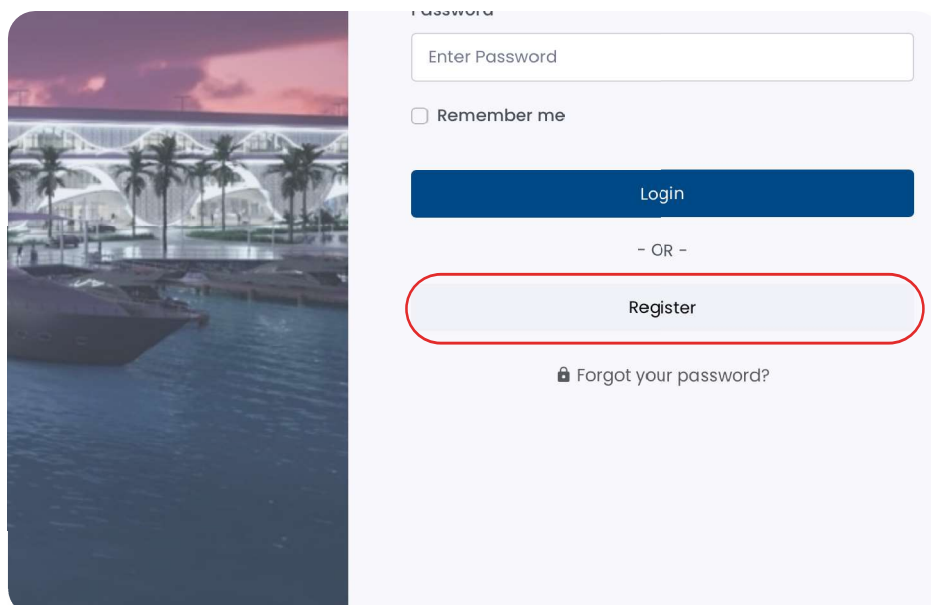
MACL BUSINESS PORTAL REGISTRATION PROCESS

STEP 1: ACCESS THE PORTAL

Open the VIA Harbour Portal link

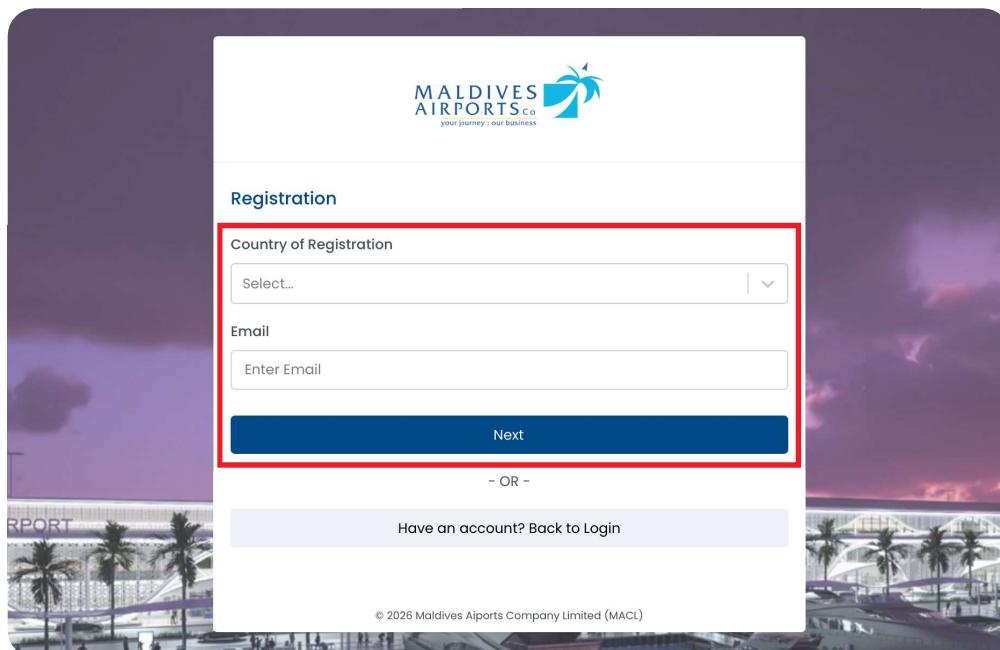


Click on “Register” if you do not have an account



STEP 2: ENTER BASIC DETAILS

Select your country & Register using your email address



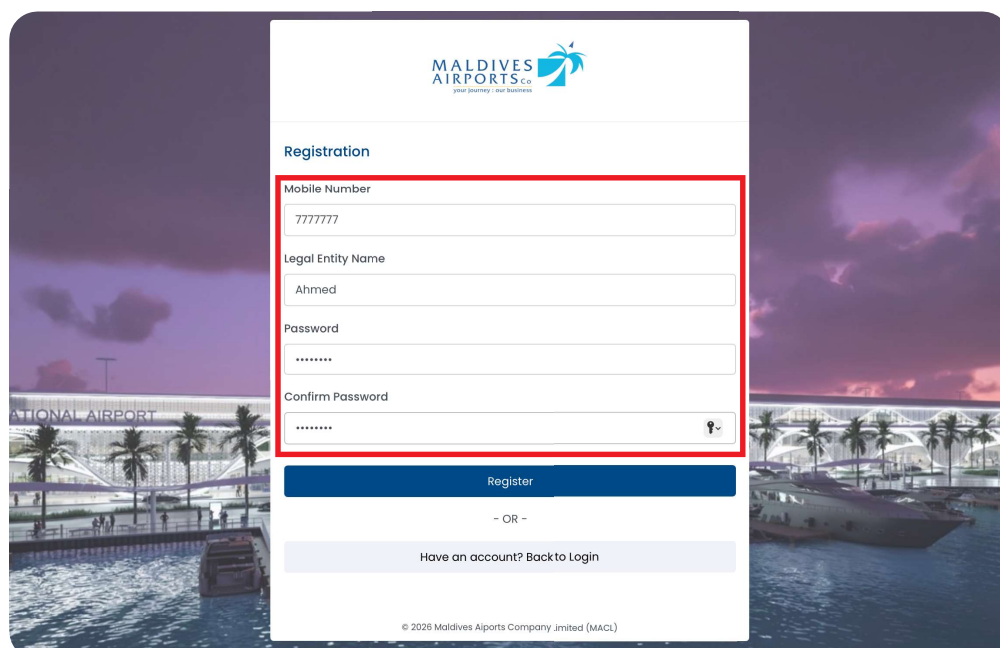
The image shows a registration form for Maldives Airports Co. The form is titled "Registration" and is set against a background image of an airport terminal. The form fields are highlighted with a red border. The fields are: "Country of Registration" (a dropdown menu with "Select..." and a downward arrow), "Email" (a text input field with "Enter Email" placeholder), and a "Next" button. Below the "Next" button is a link that says "Have an account? Back to Login". At the bottom of the form, there is a copyright notice: "© 2026 Maldives Airports Company Limited (MACL)".

STEP 3: COMPLETE REGISTRATION FORM

Enter your mobile number

Provide your entity/company name

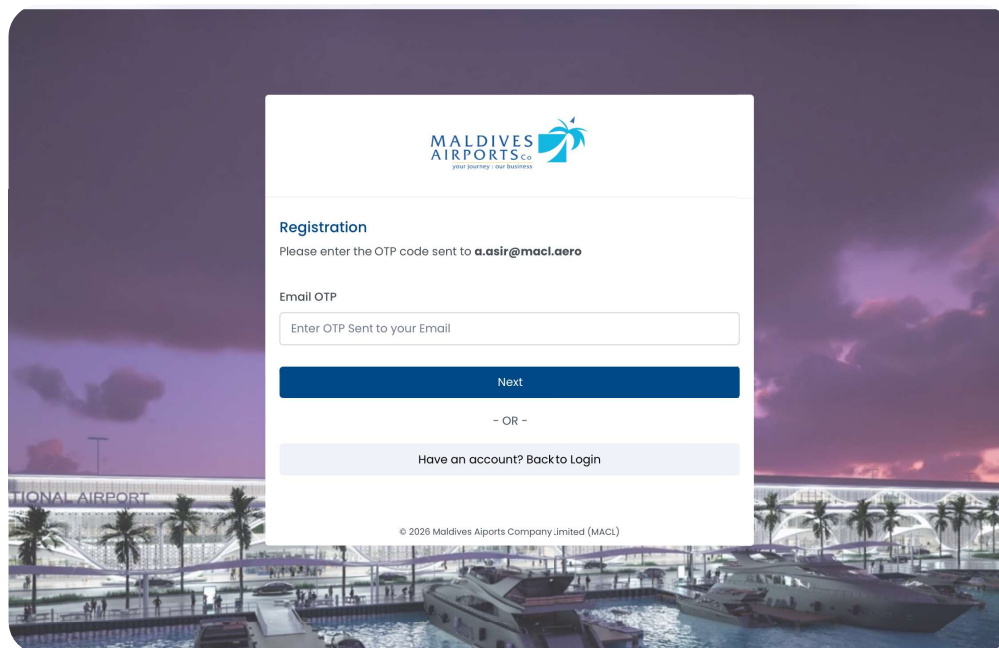
Create and confirm your password



The image shows a registration form for Maldives Airports Co. The form is titled "Registration" and is set against a background image of an airport terminal. The form fields are highlighted with a red border. The fields are: "Mobile Number" (a text input field with "7777777" placeholder), "Legal Entity Name" (a text input field with "Ahmed" placeholder), "Password" (a text input field with "*****" placeholder), and "Confirm Password" (a text input field with "*****" placeholder and a password strength icon). Below the "Confirm Password" field is a "Register" button. Below the "Register" button is a link that says "Have an account? Back to Login". At the bottom of the form, there is a copyright notice: "© 2026 Maldives Airports Company Limited (MACL)".

STEP 4: VERIFICATION

Complete the verification process (via email or OTP)

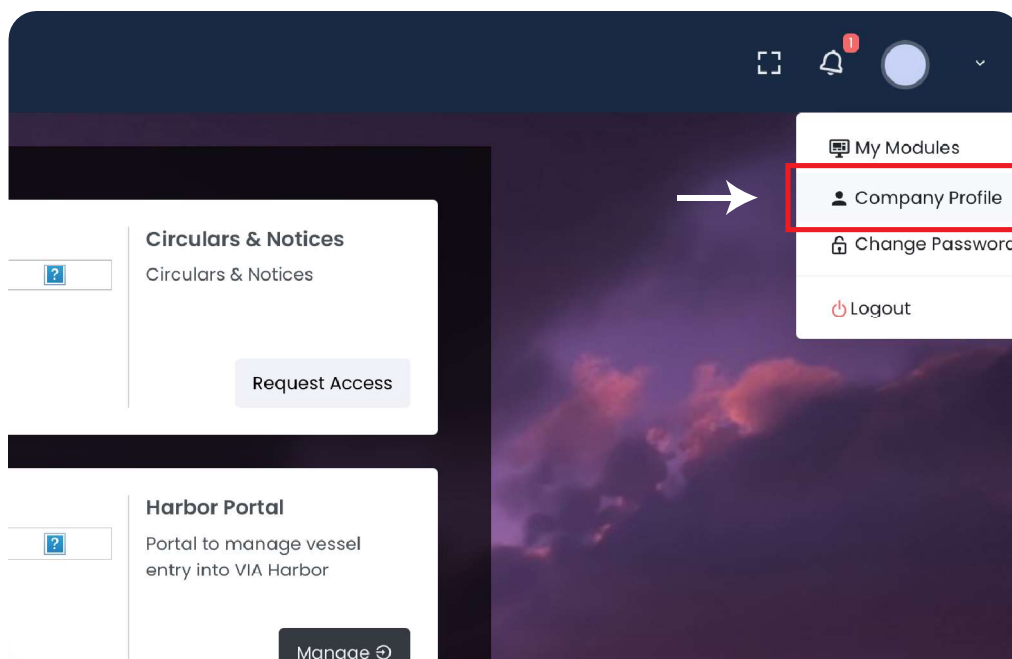


The image shows a registration form for Maldives Airports Co. Ltd. (MACL). The form is titled "Registration" and asks the user to enter the OTP code sent to their email address. The email address is a.asir@maci.aero. The form includes a text input field for the OTP, a "Next" button, and a link to "Have an account? Back to Login". The background of the form is a scenic view of a harbor with boats and palm trees.

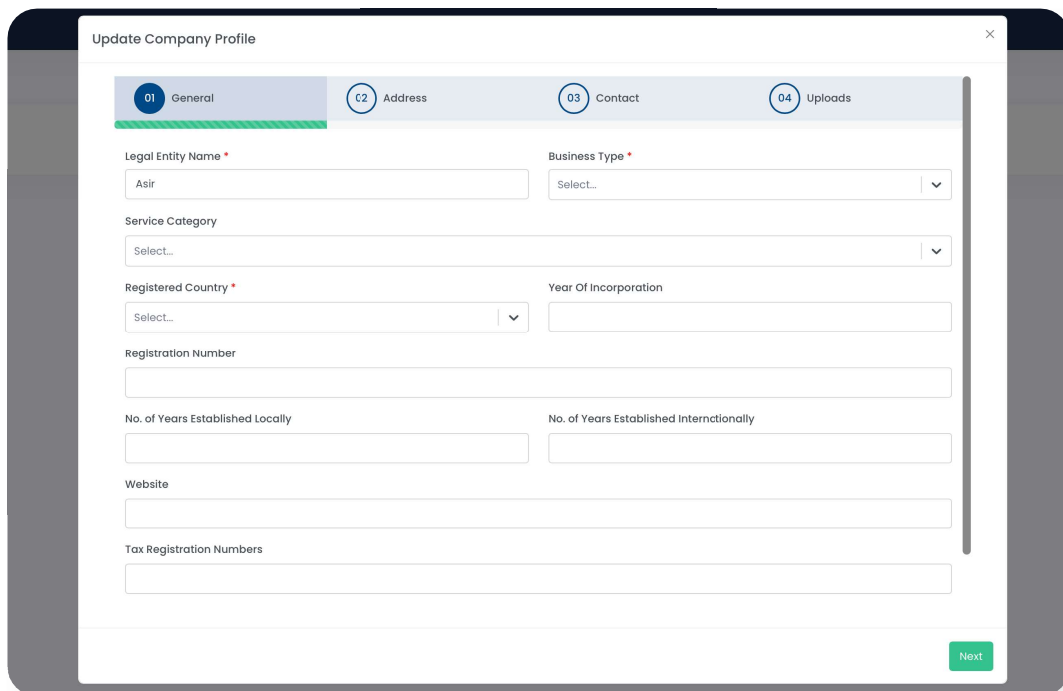
COMPANY REGISTRATION

COMPANY PROFILE SETUP

Access your Profile section



Complete all required company details



The screenshot shows a web form titled "Update Company Profile" with a close button (X) in the top right corner. The form has four tabs: "01 General" (selected), "02 Address", "03 Contact", and "04 Uploads". The "General" tab contains the following fields:

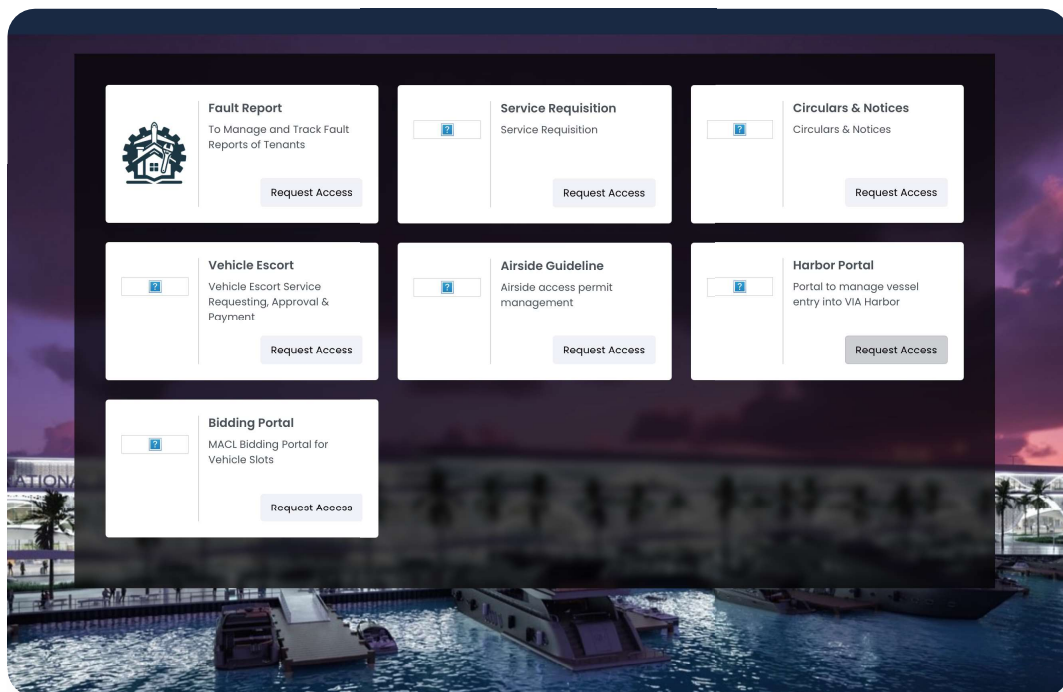
- Legal Entity Name ***: Text input field with "Asir" entered.
- Business Type ***: Dropdown menu with "Select..." displayed.
- Service Category**: Dropdown menu with "Select..." displayed.
- Registered Country ***: Dropdown menu with "Select..." displayed.
- Year Of Incorporation**: Text input field.
- Registration Number**: Text input field.
- No. of Years Established Locally**: Text input field.
- No. of Years Established Internationally**: Text input field.
- Website**: Text input field.
- Tax Registration Numbers**: Text input field.

A green "Next" button is located at the bottom right of the form.

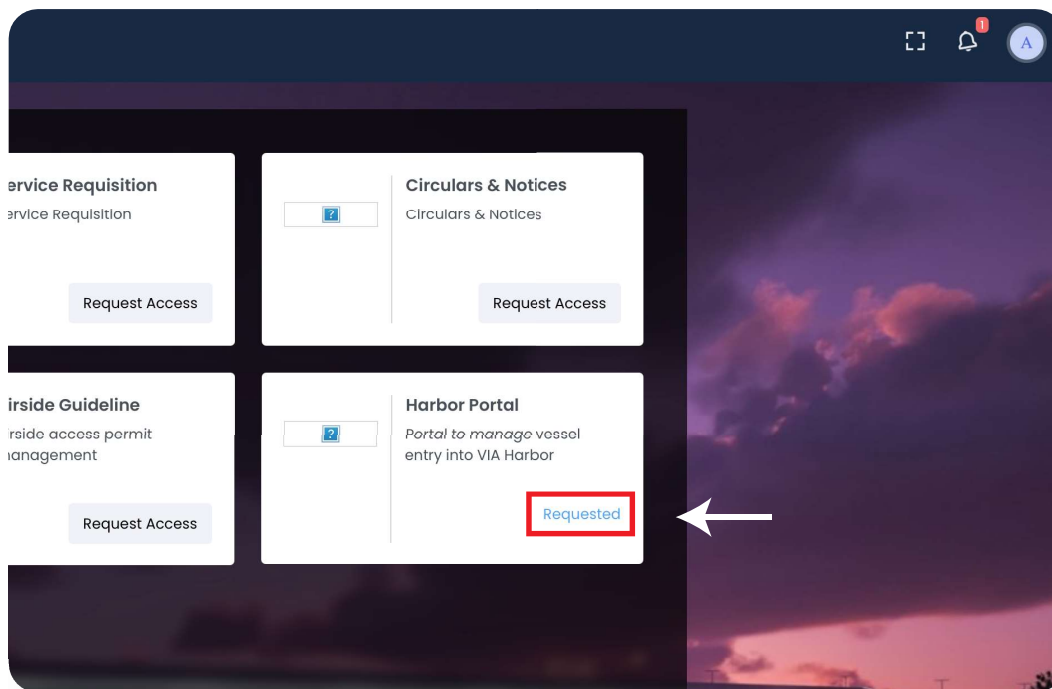
REQUESTING PORTAL ACCESS

ONCE REGISTERED:

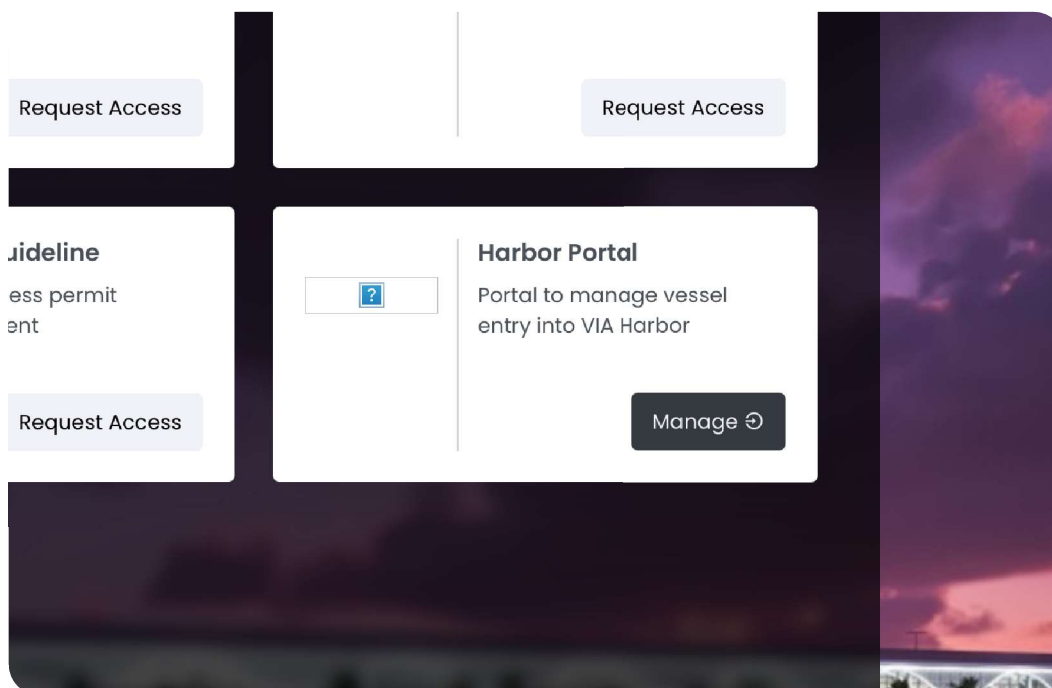
- Navigate to your Profile



- Submit a request for Harbour Portal access

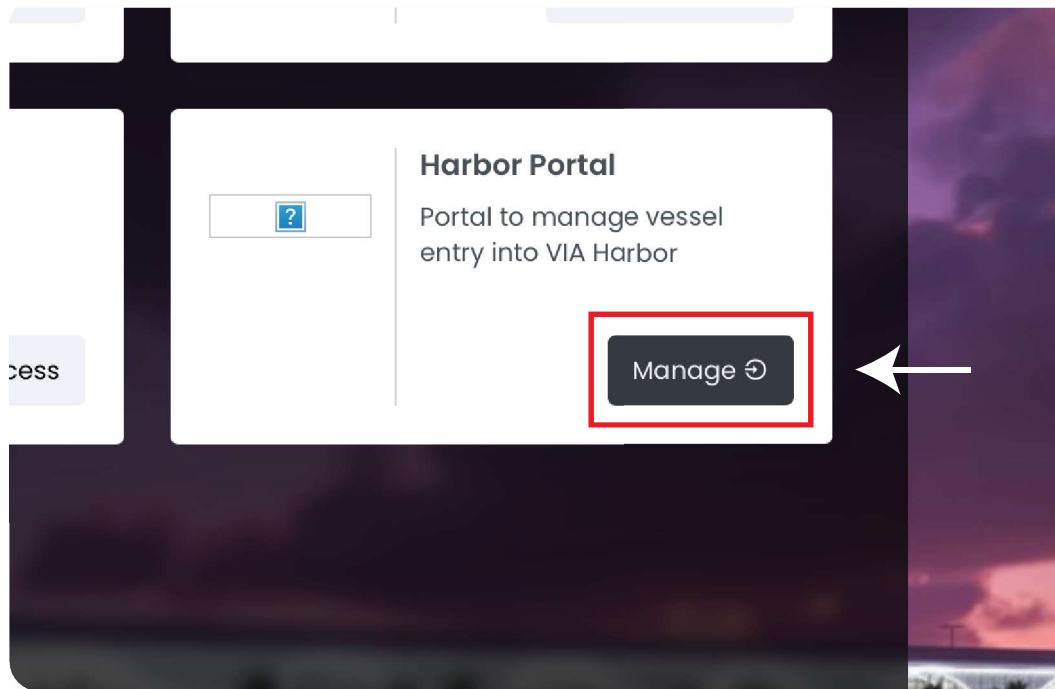


- Wait for approval from the administrator (MACL)
- The Button will appear as “manage” once the access has been approved

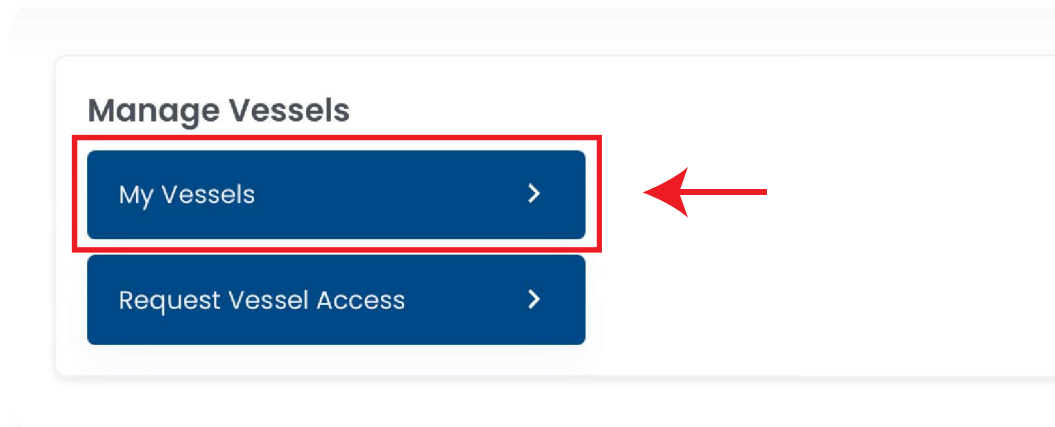


VESSEL REGISTRATION

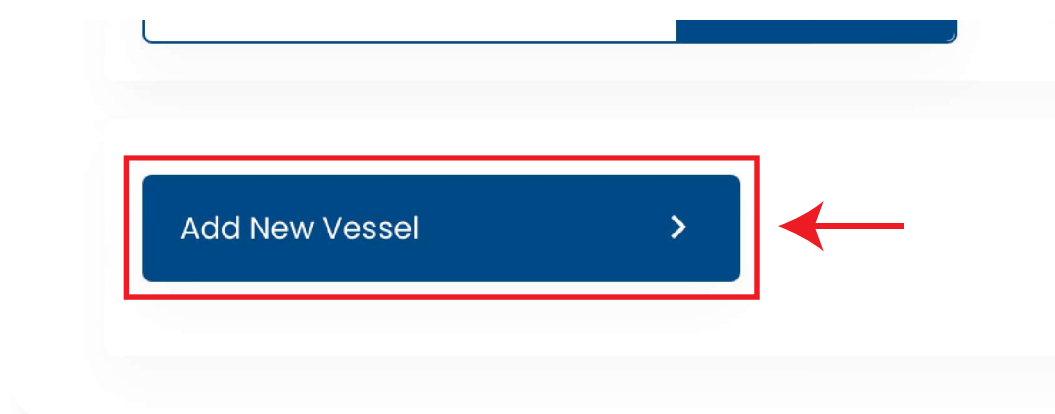
- Click "Manage"



- Go to "My Vessels"



- Click "Add Vessel"



- Enter all required vessel details
- Submit for approval

[< Back](#)

Add New Vessel

Vessel Type: ✕ ▼ Registration Number:

Name:

Length (in meters): Breadth (in meters): Gross Tonnage:

Representative Name: Representative Contact Number:

Registration Document:

Vessel Image:

[Save](#)

Note: Newly added vessels will remain inactive until approved by MACL.

AFTER APPROVAL:

- Approved vessels will appear as Active

[Add New Vessel](#) >

Active Vessels

Dhoani

XXXXX

Cargo

>