

Activation of Migrated ROCARS Truck Driver Account at TSW Website

Trade Single Window

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Electronic User Manual

1

Go to TSW website <https://www.tradesinglewindow.hk> and click “Login” to start

2

Enter Username and Password of ROCARS account

3

Click “Login”

4

Read the Terms and Conditions if it is not yet agreed via IVRS

5

Check the box to agree

6

Click “Next”

7

Enter Hong Kong Mobile No. to receive One-Time Password (OTP)

8

Click “Next”

9

Enter OTP received via SMS

10

Click “Next”

11

Enter new password

Note: password must be at least 10 characters with combinations of:

-Upper case letter;

-Lower case letter; and

-number; or

-special character (! @ # \$ % & ?)

12

Password policy is subject to change. Please click ⓘ for the latest requirements

13

Click “Submit”

14

Activation is completed. Click “Go to Login”

15

If the Truck driver account is first activated via website, corresponding IVRS account will also be activated

Trade Single Window

End of Chapter

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