

ECTF EDIPro Standard
Provided for Use by the Truck Parts Aftermarket

EDI 850 Purchase Order (ASC X12 Version 4 Release 1)

This document contains an outline of common business issues for consideration when implementing the EDI 850 Purchase Order for ASC X12 Version 4010. It is the intent of this document to act as an addendum to the ASC X12 EDI Standards documentation.

850 Purchase Order

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Section 1

850 Purchase Order

Business Issues

This section contains business discussions about the use of 850 Purchase Order. These discussions will assist in determining application changes and business process changes that may be necessary within a company.

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Customer Quote/Contract Numbers

To support special price considerations the EDI partnership may require that special customer quote numbers, specific contract numbers, or numbers associated with particular promotions be communicated on the purchase order document. It is suggested that the REF segment be used to identify this information

It should be noted that the REF segment may be included at the header portion of the transaction (thereby applying to the entire order), or at the line item level of the order (applying to the specified line).

Use of Text Fields

Both the MAN and the MTX segments promote the inclusion of text data. When using these segments it is recommended that they be restricted to free form text and that any other use for specific data which could be mapped, be discouraged.

It should be noted that the use of text data in EDI transactions should be limited to those specific agreements between trading partners. Anytime text data is passed within a transaction, the receiving partner may have to queue the transaction into an exception process for review. In this case, the transaction cannot be automatically processed.

Identification of Business Location

The DUNS + 4 number is composed of the DUNS number assigned by Dun & Bradstreet, plus (+) a 4 digit suffix number assigned by the buying organization to identify a unique location (store location, plant location, loading dock, department, etc.)

The DUNS + 4 should be used as the primary and preferred method of identifying business locations. Organizations not using the “+ 4” suffix of the DUNS number should insert four zeros in its place.

Service, Promotion, Allowance, or Charge Information

The Allowance/Charge Indicator (SAC01) rather than the sign of the amount field, should be used to identify a charge or an allowance.

Units of Measure

As a best practice this standard encourages the use of the data element 355 to describe the quantity unit of measure and the use of data element 639 to describe price unit of measure. When using the SCC-14 to identify an item, the quantity unit of measure is not required (See “Use of Shipping Container Codes SCC-14”).

Examples of Unit of Measure Usage			
Quantity	Quantity Unit of Measure	Price	Price Unit of Measure
Data element 330	Data element 355	Data element 212	Data element 639
100	EA (each)	\$5.00	PE (per each)
500	EA (each)	\$6.00	HP (per hundred)
10	BG (bag)	\$7.00	UM (per quantity unit of measure)

Special Carrier/Shipment Requests

To permit the buyer to communicate special shipping conditions such as Same Day, Air Freight, etc., or to allow the specification of a specific carrier, the use of the TD5 segment is recommended.

When specifying a specific carrier it is further recommended that the Standard Carrier Alpha Code (SCAC) be used if one has been assigned to the carrier. See the TD5 segment for further discussion.

It should be noted that the TD5 segment may be included at the header portion of the transaction, thereby applying to the entire order, or at the line item level of the order, applying only to the specified line.

Will Call/Customer Pickup

When specifying a “Will Call” order it is suggested that the FOB segment include the qualifier “PU” for *customer pickup/will call*.

In addition, the TD5 segment should contain a TD504 element describing shipping method using an “H” qualifier to represent a *customer pickup*.

Use of Shipping Container Code (SCC-14)

As partnerships enter into the use of SCC-14 codes, considerations need to be outlined. This SCC-14 format includes the designation of the specific package size in the first position of the code. Depending on the item requested, a conflict could exist in the interpretation of the quantity designated in the SCC-14 code and the quantity unit of measure passed in the PO103 element.

Example:

PO102	PO103	PO106	PO107	
<u>Qty</u>	<u>Qty U/M</u>	<u>Product ID Qualifier</u>	<u>Product ID (SCC-14)</u>	<u>Comments</u>
12	EA	UK	3012222222228	Quantity ordered not resolved

Is the order 1 carton of 12, or 12 cartons of 12?

<u>Product ID (SCC-14)</u>	<u>Quantity (Per SCC-14)</u>	<u>Description</u>
0012222222227	1	Each
3012222222228	12	Inner Pack
5012222222222	96	Case

To avoid confusion, it is suggested that when using SCC-14 with pack identifier codes, **do not include** the PO103 element. Therefore, it is clear that the carton size from the SCC-14 pack identifier code is applied against the quantity ordered as specified in the PO102 element.

PO102	PO103	PO106	PO107	
<u>Qty</u>	<u>Qty U/M</u>	<u>Product ID Qualifier</u>	<u>Product ID (SCC-14)</u>	<u>Comments</u>
12	Not Used	UK	0012222222227	Indicates 12 eaches
12	Not Used	UK	3012222222228	Indicates 12 inner packs of 12 each

Segment Usage

If a specific segment appears in the “header” area of the transaction, then the information applies to the whole transaction. If the segment appears in the “detail” portion of the transaction, then the information applies to the detail line only. If both a “header” and a “detail” segment appear, then the “detail” will supersede on the specific line only.

Section 2

850 Purchase Order

Business Process

This section contains business discussions about the use of purchase order cycle documents. These discussions will assist in determining application changes and business process changes that may be necessary within a company.

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Electronic Commerce: Automating the Order/Order Change Process

Abstract: This section attempts to clarify the order/order change process and to suggest a method of automation with the goal of improving the timing and accuracy of order information .

Business Case

The business processes to be discussed will start with the initial placing of an order and continue through the acknowledgment of any changes to the order. This process can be divided into four transactions.

Order Process					Case 1	Case 2	Case 3	Case 4	Case 5
BUYER	→	850 Purchase Order	→	S	4	4			
	←	855 Purchase Order Acknowledgment	←	E		4		4	
	→	860 Purchase Order Change Request	→	L			4		4
	←	865 Purchase Order Change Acknowledgment / Request	←	R			4	4	4

Refer to the definition of the example business cases on the next page.

Sample Business Cases

Case 1 Purchase Order Only Processing

The 850 transaction could be implemented as a single transaction between the buyer and seller.

Case 2 Purchase Order and Acknowledgment Processing

To demonstrate how the order process could be implemented, the 850 would be used to transmit the initial purchase order. Then the 855 transaction would be used to acknowledge the order, as well as to communicate changes to the order such as substitutions, ship dates, and price.

Case 3 Buyer Initiated Change

To demonstrate how some partners may wish to process changes to purchase orders, the buyer initiated change request could be communicated using an 860 transaction. If a seller acknowledgment is required then an 865 transaction would be generated confirming, rejecting or stating changes to the 860 change request.

Case 4 Alternative Change Acknowledgments

It is the suggested guideline that the 855 be used to acknowledge an initial order.

However, if an acknowledgment transaction is required in response to a purchase order change request then the industry guideline allows for either an 855 Purchase Order Acknowledgment or an 865 Purchase Order Change Acknowledgment to be sent by the seller dependent on the *buyers* preference.

If a buyer is capable of receiving an 865 then the use of the 865 is preferred.

Case 5 Seller Initiate Changes

In some advanced partnerships the 865 can be used by the seller to notify the buyer of a seller initiated change to the order, such as substitutions, and ship date changes. In this case, if the partnership requires that the buyer acknowledge the change, then the 860 can be sent confirming or rejecting the seller initiated changes.

Suggested Guidelines

In the interest of furthering the cause of electronic commerce, this document is going to suggest a common usage of this group of transactions. It is acknowledged that variations from this suggested standard will exist, but should be treated as exceptions.

It is suggested that the:

- 855 be used by the seller to acknowledge the receipt of the initial purchase order. This transaction can be used to accept the order as received or to indicate acceptance with changes to the order.
- 855 be used by the seller to notify the buyer of a vendor generated order (VMI environment).
- 860 be used by the buyer to communicate any changes to the order.
- 855 or the 865 can alternatively be used by the seller to communicate a change to the purchase order. This transaction could be seller initiated, or in response to a buyer's 860 Purchase Order Change Request. The choice of which transaction to use will be dependent on the specific partnership, however the use of the 865 is preferred.

Transaction Definition

850 Purchase Order

This buyer initiated transaction communicates the purchase order to the seller.

855 Purchase Order Acknowledgment

This seller initiated transaction permits the communication of the acknowledgment of the buyer's initial purchase order.

Under the proposed guidelines, this transaction could also be used later in the order cycle for the seller to communicate another change to the purchase order, such as a delivery date change, or to acknowledge a change request from the buyer. (Refer to the *Suggested Guidelines* above for additional comments on when to use this transaction.)

860 Purchase Order Change Request

This buyer initiated transaction permits the communication of a requested change to the purchase order.

It is anticipated that this transaction would only be used when associated with orders that reside in the sellers system for a long duration. This is normally used to change blanket orders, orders with scheduled ship dates, or any order that might fall into the futures category.

It should be noted that the 860 can be used by the buyer to confirm a change associated with a seller initiated change to a purchase order. This could be a response to a 855 or to a 865 depending on the partnership and the timing of the transactions.

865 Purchase Order Change Acknowledgment/Request

This seller initiated transaction permits the communication of the acknowledgment of change to a buyer purchase order. It also permits the seller to communicate additional changes to the accepted order.

Under the proposed guidelines, this transaction could also be used later in the order cycle for the seller to communicate another change to the purchase order, such as a delivery date change, or to acknowledge a change request from the buyer. (Refer to the *Suggested Guidelines* above for additional comments on when to use this transaction.)

The 865 is usually sent in response to 860 change request.

Section 3

850 Purchase Order

Segment Notes

This section contains business discussions about the use of the segments within the 850 Purchase Order. These discussions will assist in determining application changes and business process changes that may be necessary within a company.

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Functional Group=PO

This Draft Standard for Trial Use contains the format and establishes the data contents of the Purchase Order Transaction Set (850) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to provide for customary and established business and industry practice relative to the placement of purchase orders for goods and services. This transaction set should not be used to convey purchase order changes or purchase order acknowledgment information.

Heading:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>
010	ST	Transaction Set Header	M	1		
020	BEG	Beginning Segment for Purchase Order	M	1		
040	CUR	Currency	O	1		
050	REF	Reference Identification	O	>1		
060	PER	Administrative Communications Contact	O	3		
080	FOB	F.O.B. Related Instructions	O	>1		
110	CSH	Sales Requirements	O	5		
<u>LOOP ID - SAC</u>					<u>25</u>	
120	SAC	Service, Promotion, Allowance, or Charge Information	O	1		
130	ITD	Terms of Sale/Deferred Terms of Sale	O	>1		
150	DTM	Date/Time Reference	O	10		
240	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12		
250	TD3	Carrier Details (Equipment)	O	12		
270	MAN	Marks and Numbers	O	10		
<u>LOOP ID - N1</u>					<u>200</u>	
310	N1	Name	O	1		
330	N3	Address Information	O	2		
340	N4	Geographic Location	O	>1		

Detail:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>
<u>LOOP ID - PO1</u>					<u>100000</u>	
010	PO1	Baseline Item Data	M	1		N2/010
<u>LOOP ID - PID</u>					<u>1000</u>	
050	PID	Product/Item Description	O	1		
100	REF	Reference Identification	O	>1		
<u>LOOP ID - SAC</u>					<u>25</u>	
130	SAC	Service, Promotion, Allowance, or Charge Information	O	1		
140	IT8	Conditions of Sale	O	1		
210	DTM	Date/Time Reference	O	10		
280	MAN	Marks and Numbers	O	10		
<u>LOOP ID - SCH</u>					<u>200</u>	
295	SCH	Line Item Schedule	O	1		N2/295
<u>LOOP ID - N1</u>					<u>200</u>	
350	N1	Name	O	1		
370	N3	Address Information	O	2		

380	N4	Geographic Location	O	1	
LOOP ID - SLN				<u>1000</u>	
470	SLN	Subline Item Detail	O	1	

Summary:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>
LOOP ID - CTT					<u>1</u>	
010	CTT	Transaction Totals	O	1		N3/010
030	SE	Transaction Set Trailer	M	1		

ST

Transaction Set Header

Pos: 010	Max: 1
Heading - Mandatory	
Loop: N/A	Elements: 2

To indicate the start of a transaction set and to assign a control number.

Example:

ST*850*0001^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>				
ST01	143	Transaction Set Identifier Code Description: Code uniquely identifying a Transaction Set. <table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>850</td><td>Purchase Order</td></tr></table>	<u>Code</u>	<u>NAME</u>	850	Purchase Order	M	ID	3/3
<u>Code</u>	<u>NAME</u>								
850	Purchase Order								
ST02	329	Transaction Set Control Number Description: Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set. ECTF Notes: This control number must match the control number found in data element SE02.	M	AN	4/9				

BEG

Beginning Segment for Purchase Order

Pos: 020	Max: 1
Heading - Mandatory	
Loop: N/AElements: 5	

To indicate the beginning of the Purchase Order Transaction Set and transmit identifying numbers and dates.

Example:

BEG*00*NE*092123456**20010331^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>																										
BEG01	353	Transaction Set Purpose Code Description: Code identifying purpose of transaction set. <table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>00</td><td>Original</td></tr><tr><td>06</td><td>Confirmation</td></tr></table>	<u>Code</u>	<u>NAME</u>	00	Original	06	Confirmation	M	ID	2/2																				
<u>Code</u>	<u>NAME</u>																														
00	Original																														
06	Confirmation																														
BEG02	92	Purchase Order Type Code Description: Code specifying the type of Purchase Order. <table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>BK</td><td>Blanket Order (Quantity Firm)</td></tr><tr><td>CF</td><td>Confirmation</td></tr><tr><td>DS</td><td>Dropship</td></tr><tr><td>EO</td><td>Emergency Order</td></tr><tr><td colspan="2">Description: Acquires what is needed no matter what the cost; different from a rush order in that rush utilizes the normal channels as quickly as possible</td></tr><tr><td>NE</td><td>New Order</td></tr><tr><td>NS</td><td>New Store Opening</td></tr><tr><td>PR</td><td>Promotion</td></tr><tr><td>RL</td><td>Release or Delivery Order</td></tr><tr><td colspan="2">Description: An order for goods and services placed against a pre-existing contract or blanket order</td></tr><tr><td>RO</td><td>Rush Order</td></tr><tr><td>SA</td><td>Stand-alone Order</td></tr></table>	<u>Code</u>	<u>NAME</u>	BK	Blanket Order (Quantity Firm)	CF	Confirmation	DS	Dropship	EO	Emergency Order	Description: Acquires what is needed no matter what the cost; different from a rush order in that rush utilizes the normal channels as quickly as possible		NE	New Order	NS	New Store Opening	PR	Promotion	RL	Release or Delivery Order	Description: An order for goods and services placed against a pre-existing contract or blanket order		RO	Rush Order	SA	Stand-alone Order	M	ID	2/2
<u>Code</u>	<u>NAME</u>																														
BK	Blanket Order (Quantity Firm)																														
CF	Confirmation																														
DS	Dropship																														
EO	Emergency Order																														
Description: Acquires what is needed no matter what the cost; different from a rush order in that rush utilizes the normal channels as quickly as possible																															
NE	New Order																														
NS	New Store Opening																														
PR	Promotion																														
RL	Release or Delivery Order																														
Description: An order for goods and services placed against a pre-existing contract or blanket order																															
RO	Rush Order																														
SA	Stand-alone Order																														
BEG03	324	Purchase Order Number Description: Identifying number for Purchase Order assigned by the orderer/purchaser.	M	AN	1/22																										
BEG04	328	Release Number Description: Number identifying a release against a Purchase Order previously placed by the parties involved in the transaction.	O	AN	1/30																										
BEG05	373	Date - Purchase Order Description: Date expressed as CCYYMMDD.	M	DT	8/8																										

CUR Currency

Pos: 040	Max: 1
Heading - Optional	
Loop: N/A	Elements: 2

To specify the currency (dollars, pounds, francs, etc.) used in a transaction.

ECTF Notes:

Currency Code (CUR02) would typically be used when transacting business in multiple countries. Refer to ISO 4217 for standard currency codes.

Example:

CUR*SE*USD^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>								
CUR01	98	Entity Identifier Code Description: Code identifying an organizational entity, a physical location, property or an individual. <table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>BY</td><td>Buying Party (Purchaser)</td></tr><tr><td>SE</td><td>Selling Party</td></tr></table>	<u>Code</u>	<u>NAME</u>	BY	Buying Party (Purchaser)	SE	Selling Party	M	ID	2/3		
<u>Code</u>	<u>NAME</u>												
BY	Buying Party (Purchaser)												
SE	Selling Party												
CUR02	100	Currency Code Description: Code (Standard ISO) for country in whose currency the charges are specified. <table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>CAD</td><td>Canadian Dollars</td></tr><tr><td>MXP</td><td>Mexican Peso</td></tr><tr><td>USD</td><td>United States Dollars</td></tr></table>	<u>Code</u>	<u>NAME</u>	CAD	Canadian Dollars	MXP	Mexican Peso	USD	United States Dollars	M	ID	3/3
<u>Code</u>	<u>NAME</u>												
CAD	Canadian Dollars												
MXP	Mexican Peso												
USD	United States Dollars												

REF Reference Identification

Pos: 050	Max: >1
Heading - Optional	
Loop: N/A	Elements: 2

To specify identifying information.

ECTF Notes:

This segment can optionally be used to communicate customer price, quote numbers, or other reference numbers. When included at this level, the reference number specified applies to all items on the order unless an override quote number is encountered at the line item level.

Example:

REF*PR*ABC-12345-1^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>														
REF01	128	Reference Identification Qualifier Description: Code qualifying the Reference Identification <table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>CO</td><td>Customer Order Number</td></tr><tr><td>DG</td><td>Drawing Number</td></tr><tr><td>PD</td><td>Promotion/Deal Number</td></tr><tr><td>PR</td><td>Price Quote Number</td></tr><tr><td>R1</td><td>Current Revision Number</td></tr><tr><td>SE</td><td>Serial Number</td></tr></table>	<u>Code</u>	<u>NAME</u>	CO	Customer Order Number	DG	Drawing Number	PD	Promotion/Deal Number	PR	Price Quote Number	R1	Current Revision Number	SE	Serial Number	M	ID	2/3
<u>Code</u>	<u>NAME</u>																		
CO	Customer Order Number																		
DG	Drawing Number																		
PD	Promotion/Deal Number																		
PR	Price Quote Number																		
R1	Current Revision Number																		
SE	Serial Number																		
REF02	127	Reference Identification Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	M	AN	1/30														

PER

Administrative Communications Contact

Pos: 060	Max: 3
Heading - Optional	
Loop: N/AElements: 8	

This segment can optionally be used to communicate customer contact names or departments.

Example:

PER*BD*JANE SMITH*TE*3121234567^

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max								
PER01	366	Contact Function Code Description: Code identifying the major duty or responsibility of the person or group named. <table><tr><th>Code</th><th>NAME</th></tr><tr><td>BD</td><td>Buyer Name or Department</td></tr><tr><td>OC</td><td>Order Contact</td></tr></table>	Code	NAME	BD	Buyer Name or Department	OC	Order Contact	M	ID	2/2		
Code	NAME												
BD	Buyer Name or Department												
OC	Order Contact												
PER02	93	Name Description: Free-form name.	O	AN	1/60								
PER03	365	Communication Number Qualifier Description: Code identifying the type of communication number. ECTF Notes: The codes listed for the PER03 apply to each occurrence of data element 365 in the PER segment. <table><tr><th>Code</th><th>NAME</th></tr><tr><td>EM</td><td>Electronic Mail</td></tr><tr><td>FX</td><td>Facsimile</td></tr><tr><td>TE</td><td>Telephone</td></tr></table>	Code	NAME	EM	Electronic Mail	FX	Facsimile	TE	Telephone	C	ID	2/2
Code	NAME												
EM	Electronic Mail												
FX	Facsimile												
TE	Telephone												
PER04	364	Communication Number Description: Complete communications number including country or area code when applicable.	C	AN	1/80								
PER05	365	Communication Number Qualifier Description: Code identifying the type of communication number.	C	ID	2/2								
PER06	364	Communication Number Description: Complete communications number including country or area code when applicable.	C	AN	1/80								
PER07	365	Communication Number Qualifier Description: Code identifying the type of communication number.	C	ID	2/2								
PER08	364	Communication Number Description: Complete communications number including country or area code when applicable.	C	AN	1/80								

FOB F.O.B. Related Instructions

Pos: 080	Max: >1
Heading - Optional	
Loop: N/A	Elements: 1

This segment can optionally be used to communicate freight payment responsibility.

Example:

FOB*PP^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
FOB01	146	Shipment Method of Payment	M	ID	2/2
Description: Code identifying payment terms for transportation charges					
		<u>Code</u> <u>NAME</u>			
		CC Collect			
		PC Prepaid but Charged to Customer			
		PP Prepaid (by Seller)			
		PU Pickup			

CSH Sales Requirements

Pos: 110	Max: 5
Heading - Optional	
Loop: N/A	Elements: 1

To specify general conditions or requirements of the sale.

Example:

CSH*BK^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>										
CSH01	563	Sales Requirement Code	O	ID	1/2										
Description: Code to identify a specific requirement or agreement of sale.															
<table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>BK</td><td>Ship Partial - Balance Back Order</td></tr><tr><td>N</td><td>No Back Order</td></tr><tr><td>SP</td><td>Ship Partial - Balance Cancel</td></tr><tr><td>SC</td><td>Ship Complete</td></tr></table>						<u>Code</u>	<u>NAME</u>	BK	Ship Partial - Balance Back Order	N	No Back Order	SP	Ship Partial - Balance Cancel	SC	Ship Complete
<u>Code</u>	<u>NAME</u>														
BK	Ship Partial - Balance Back Order														
N	No Back Order														
SP	Ship Partial - Balance Cancel														
SC	Ship Complete														

SAC

Service, Promotion, Allowance, or Charge Information

Pos: 120 Max: 1
Heading - Optional
Loop: SACElements: 5

To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge.

ECTF Notes:

For all data elements within this segment, the decimal point is assumed and should not be included in the amount.

Example:

SAC*C*F050***1000*****06***MISC CHARGE DESCRIPTION^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
SAC01	248	Allowance or Charge Indicator Description: Code which indicates an allowance or charge for the service specified <u>Code</u> <u>NAME</u> A Allowance C Charge	M	ID	1/1
SAC02	1300	Service, Promotion, Allowance, or Charge Code Description: Code identifying the service, promotion, allowance, or charge <u>Code</u> <u>NAME</u> A010 Absolute Minimum Charge D240 Freight D500 Handling F050 Other (See related description)	C	ID	4/4
SAC05	610	Amount Description: Monetary amount	O	N2	1/15
SAC12	331	Allowance or Charge Method of Handling Code Description: Code indicating method of handling for an allowance or charge <u>Code</u> <u>NAME</u> 05 Charge to be Paid by Vendor 06 Charge to be Paid by Customer 09 Allowance To Be Issued by Vendor Description: Code designating vendor as the issuer of an allowance	O	ID	2/2
SAC15	352	Description Description: A free-form description to clarify the related data elements and their content	C	AN	1/80

This segment can be optionally used to communicate or specify terms of the sale.

Example:

ITD*15*3*2*20010315*****2% 10th Prox Net EOM^

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max
ITD01	336	Terms Type Code Description: Code identifying type of payment terms. <u>Code</u> <u>NAME</u> 01 Basic 09 Proximo 15 Special Proximo	O	ID	2/2
ITD02	333	Terms Basis Date Code Description: Code identifying the beginning of the terms period. <u>Code</u> <u>NAME</u> 3 Invoice Date	O	ID	1/2
ITD03	338	Terms Discount Percent Description: Terms discount percentage, expressed as a percent, available to the purchaser if an invoice is paid on or before the Terms Discount Due Date.	O	R	1/6
ITD04	370	Terms Discount Due Date Description: Date payment is due if discount is to be earned expressed in format CCYYMMDD.	C	DT	8/8
ITD05	351	Terms Discount Days Due Description: Number of days in the terms discount period by which payment is due if terms discount is earned.	C	N0	1/3
ITD06	446	Terms Net Due Date Description: Date when total invoice amount becomes due expressed in format CCYYMMDD.	O	DT	8/8
ITD07	386	Terms Net Days Description: Number of days until total invoice amount is due (discount not applicable).	O	N0	1/3
ITD08	362	Terms Discount Amount Description: Total amount of terms discount.	O	N2	1/10
ITD12	352	Description Description: A free-form description to clarify the related data elements and their content.	O	AN	1/80

DTM Date/Time Reference

Pos: 150	Max: 10
Heading - Optional	
Loop: N/A	Elements: 2

To specify pertinent dates and times.

ECTF Notes:

This segment can be optionally used to specify dates associated with the purchase order.

Example:

DTM*037*20010413^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>																				
DTM01	374	Date/Time Qualifier Description: Code specifying type of date or time, or both date and time.	M	ID	3/3																				
		<table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>001</td><td>Cancel After</td></tr><tr><td>002</td><td>Delivery Requested</td></tr><tr><td>010</td><td>Requested Ship</td></tr><tr><td>037</td><td>Ship Not Before</td></tr><tr><td>038</td><td>Ship No Later</td></tr><tr><td>039</td><td>Ship Week of</td></tr><tr><td>106</td><td>Required By</td></tr><tr><td>118</td><td>Requested Pick-up</td></tr><tr><td>372</td><td>Actual Arrival Date</td></tr></table>	<u>Code</u>	<u>NAME</u>	001	Cancel After	002	Delivery Requested	010	Requested Ship	037	Ship Not Before	038	Ship No Later	039	Ship Week of	106	Required By	118	Requested Pick-up	372	Actual Arrival Date			
<u>Code</u>	<u>NAME</u>																								
001	Cancel After																								
002	Delivery Requested																								
010	Requested Ship																								
037	Ship Not Before																								
038	Ship No Later																								
039	Ship Week of																								
106	Required By																								
118	Requested Pick-up																								
372	Actual Arrival Date																								
DTM02	373	Date Description: Date expressed as CCYYMMDD.	M	DT	8/8																				

TD5

Carrier Details (Routing Sequence/Transit Time)

Pos: 240	Max: 12
Heading - Optional	
Loop: N/A	
Elements: 5	

This segment can be optionally used to specify a carrier preference and/or a requested method of shipping.

ECTF Notes:

Preferred Carrier

To specify a specific carrier preference a TD502 element should be included having a qualifier of "2", followed by a TD503 element containing a valid Standard Carrier Alpha Code (SCAC) describing the preferred carrier. The SCAC table is a certified list of four character codes associated with specific carriers. This list is published by the National Motor Freight Traffic Association. Examples of SCAC codes are listed below.

Code Description

CFWY Consolidated Freightways (Type - LTL)

FEPL Federal Express (Type - Air)

OVNT Overnight (Type - LTL)

Shipment Method

To specify a method of shipment a TD504 element should be included having a valid qualifier describing the method requested.

Service Level

To specify a service level a TD512 element should be included having a valid qualifier describing the service level requested.

Example:

TD5**2*AAAA*M*AAA FREIGHT CO.*****09^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>																		
TD502	66	Identification Code Qualifier Description: Code designating the system/method of code structure used for Identification Code (67). <table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>2</td><td>Standard Carrier Alpha Code (SCAC)</td></tr><tr><td>91</td><td>Assigned by Seller or Seller's Agent Description: (Not Recommended)</td></tr><tr><td>92</td><td>Assigned by Buyer or Buyer's Agent Description: (Not Recommended)</td></tr></table>	<u>Code</u>	<u>NAME</u>	2	Standard Carrier Alpha Code (SCAC)	91	Assigned by Seller or Seller's Agent Description: (Not Recommended)	92	Assigned by Buyer or Buyer's Agent Description: (Not Recommended)	C	ID	1/2										
<u>Code</u>	<u>NAME</u>																						
2	Standard Carrier Alpha Code (SCAC)																						
91	Assigned by Seller or Seller's Agent Description: (Not Recommended)																						
92	Assigned by Buyer or Buyer's Agent Description: (Not Recommended)																						
TD503	67	Identification Code Description: Code identifying a party or other code.	C	AN	2/80																		
TD504	91	Transportation Method/Type Code Description: Code specifying the method or type of transportation for the shipment. <table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>A</td><td>Air</td></tr><tr><td>H</td><td>Customer Pickup</td></tr><tr><td>M</td><td>Motor (Common Carrier)</td></tr><tr><td>T</td><td>Best Way (Shippers Option)</td></tr><tr><td>U</td><td>Private Parcel Service</td></tr><tr><td>AE</td><td>Air Express</td></tr><tr><td>LT</td><td>Less Than Trailer Load (LTL)</td></tr><tr><td>SR</td><td>Supplier Truck</td></tr></table>	<u>Code</u>	<u>NAME</u>	A	Air	H	Customer Pickup	M	Motor (Common Carrier)	T	Best Way (Shippers Option)	U	Private Parcel Service	AE	Air Express	LT	Less Than Trailer Load (LTL)	SR	Supplier Truck	C	ID	1/2
<u>Code</u>	<u>NAME</u>																						
A	Air																						
H	Customer Pickup																						
M	Motor (Common Carrier)																						
T	Best Way (Shippers Option)																						
U	Private Parcel Service																						
AE	Air Express																						
LT	Less Than Trailer Load (LTL)																						
SR	Supplier Truck																						
TD505	387	Routing Description: Free-form description of the routing or requested routing for	C	AN	1/35																		

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
		shipment, or the originating carrier's identity.			
TD512	284	Service Level Code Description: Code indicating the level of transportation service or the billing service offered by the transportation carrier. <u>Code</u> <u>NAME</u> 09 Premium Surface Description: Indicates that alternate routing instructions should be used instead of the regular ones given ND Next Day Air Description: Delivery during business day hours of next business day ON Overnight SC Second Day Air Description: Delivery during business day hours no later than second business day SD Saturday SE Second Day SG Standard Ground	C	ID	2/2

TD3

Carrier Details (Equipment)

Pos: 250	Max: 12
Heading - Optional	
Loop: N/A	Elements: 1

To specify transportation details relating to the equipment used by the carrier.

Example:

TD3*LU^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>						
TD301	40	Equipment Description Code	C	ID	2/2						
Description: Code identifying type of equipment used for shipment.											
<table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>LU</td><td>Load/unload Device on Equipment</td></tr><tr><td>TL</td><td>Trailer (not otherwise specified)</td></tr></table>						<u>Code</u>	<u>NAME</u>	LU	Load/unload Device on Equipment	TL	Trailer (not otherwise specified)
<u>Code</u>	<u>NAME</u>										
LU	Load/unload Device on Equipment										
TL	Trailer (not otherwise specified)										

MAN Marks and Numbers

Pos: 270	Max: 10
Heading - Optional	
Loop: N/A	Elements: 2

This segment is commonly included when information is to be printed on shipping papers or package labels.

ECTF Notes:

The use of this segment to pass additional information other than for the stated purpose is discouraged.

Example:

MAN*PB*SP-654321-006^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>						
MAN01	88	Marks and Numbers Qualifier Description: Code specifying the application or source of Marks and Numbers (87). <table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>S</td><td>Entire Shipment</td></tr><tr><td>PB</td><td>Premarked by Buyer</td></tr></table>	<u>Code</u>	<u>NAME</u>	S	Entire Shipment	PB	Premarked by Buyer	M	ID	1/2
<u>Code</u>	<u>NAME</u>										
S	Entire Shipment										
PB	Premarked by Buyer										
MAN02	87	Marks and Numbers Description: Marks and numbers used to identify a shipment or parts of a shipment.	M	AN	1/48						

N1

Name

Pos: 310	Max: 1
Heading - Optional	
Loop: N1	Elements: 4

To identify a party by type of organization, name, and code.

ECTF Notes:

DUNS+4 should be considered the primary and preferred method of identifying a location.

Example:

N1*BY*ABC DISTRIBUTION*9*0012345670000^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>														
N101	98	Entity Identifier Code Description: Code identifying an organizational entity, a physical location, property or an individual. <table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>BS</td><td>Bill and Ship To</td></tr><tr><td>BT</td><td>Bill-to-Party</td></tr><tr><td>BY</td><td>Buying Party (Purchaser)</td></tr><tr><td>EN</td><td>End User</td></tr><tr><td>SE</td><td>Selling Party</td></tr><tr><td>ST</td><td>Ship To</td></tr></table>	<u>Code</u>	<u>NAME</u>	BS	Bill and Ship To	BT	Bill-to-Party	BY	Buying Party (Purchaser)	EN	End User	SE	Selling Party	ST	Ship To	M	ID	2/3
<u>Code</u>	<u>NAME</u>																		
BS	Bill and Ship To																		
BT	Bill-to-Party																		
BY	Buying Party (Purchaser)																		
EN	End User																		
SE	Selling Party																		
ST	Ship To																		
N102	93	Name Description: Free-form name.	C	AN	1/60														
N103	66	Identification Code Qualifier Description: Code designating the system/method of code structure used for Identification Code (67). <table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>1</td><td>D-U-N-S Number</td></tr><tr><td>9</td><td>D-U-N-S+4</td></tr><tr><td>91</td><td>Assigned by Seller or Seller's Agent Description: (Not Recommended)</td></tr><tr><td>92</td><td>Assigned by Buyer or Buyer's Agent Description: (Not Recommended)</td></tr></table>	<u>Code</u>	<u>NAME</u>	1	D-U-N-S Number	9	D-U-N-S+4	91	Assigned by Seller or Seller's Agent Description: (Not Recommended)	92	Assigned by Buyer or Buyer's Agent Description: (Not Recommended)	C	ID	1/2				
<u>Code</u>	<u>NAME</u>																		
1	D-U-N-S Number																		
9	D-U-N-S+4																		
91	Assigned by Seller or Seller's Agent Description: (Not Recommended)																		
92	Assigned by Buyer or Buyer's Agent Description: (Not Recommended)																		
N104	67	Identification Code Description: Code identifying a party or other code.	C	AN	2/80														

To specify the location of the named party.

Example:

N3*100 S. LASALLE ST.*SUITE 410^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
N301	166	Address Information Description: Address information.	M	AN	1/55
N302	166	Address Information Description: Address information.	O	AN	1/55

N4

Geographic Location

Pos: 340	Max: >1
Heading - Optional	
Loop: N1	Elements: 4

To specify the geographic place of the named party.

ECTF Notes:

Country Code (N404) would typically be used when transacting business in multiple countries. Refer to ISO 3166 for standard country codes.

Example:

N4*CHICAGO*IL*60601*USA^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>								
N401	19	City Name Description: Free-form text for city name.	O	AN	2/30								
N402	156	State or Province Code Description: Code (Standard State/Province) as defined by appropriate government agency.	O	ID	2/2								
N403	116	Postal Code Description: Code defining international postal zone code excluding punctuation and blanks (zip code for United States).	O	ID	3/15								
N404	26	Country Code Description: Code identifying the country. <table><tr><td><u>Code</u></td><td><u>NAME</u></td></tr><tr><td>CAN</td><td>Canada</td></tr><tr><td>MEX</td><td>Mexico</td></tr><tr><td>USA</td><td>United States</td></tr></table>	<u>Code</u>	<u>NAME</u>	CAN	Canada	MEX	Mexico	USA	United States	O	ID	2/3
<u>Code</u>	<u>NAME</u>												
CAN	Canada												
MEX	Mexico												
USA	United States												

To specify basic and most frequently used line item data.

ECTF Notes:

PO106 through PO125 provide for multiple product/service IDs for each item. If only one product/service ID is provided, PO106 and PO107 should be used. PO108 and PO109 would be used for a second product/service ID, etc. Multiple product/service ID's can be presented in any sequence.

Example:

PO1*0001*12900*PC*5.43*TP*VC*P-8750*UI*09999982010*BP*CC-14*RK*BZOR6A12^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
PO101	350	Assigned Identification Description: It is recommended that the element PO101 be included having a unique order line number assigned by the buyer.	O	AN	1/20
PO102	330	Quantity Ordered Description: Quantity ordered	C	R	1/15
PO103	355	Unit or Basis for Measurement Code Description: Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken ECTF Notes: One of the greatest difficulties in establishing trading partnerships is the sharing of quantities with a possibility of interpretation problems associated with quantity unit of measures. Usually this only affects a small segment of products communicated, therefore the problem does not always appear in the initial test transactions.	O	ID	2/2

It is recommended that the sender convert quantities to the lowest possible common unit of measure. For any unit of measurement other than "each", both partners would be advised to discuss their intent prior to implementing this transaction.

Code NAME

BG	Bag
BK	Book
CA	Case
CG	Card
CT	Carton
EA	Each
FT	Foot
HU	Hundred
KG	Kilogram
KT	Kit
LB	Pound
MR	Meter
PC	Piece
PK	Package
RD	Rod (length) - 5.5 Yards
RE	Reel
RL	Roll
SH	Sheet
SO	Spool
TH	Thousand

Ref	Id	Element Name	Req	Type	Min/Max																						
PO104	212	Unit Price Description: Price per unit of product, service, commodity, etc. ECTF Notes: As a best practice, this standard encourages the use of unit price to proactively identify and resolve pricing discrepancies.	C	R	1/17																						
PO105	639	Basis of Unit Price Code Description: Code identifying the type of unit price for an item ECTF Notes: Each time a price is used, this element should contain the appropriate price unit of measure code associated with the price. <table><tr><th>Code</th><th>NAME</th></tr><tr><td>HF</td><td>Per 100 Feet</td></tr><tr><td>HP</td><td>Price per Hundred</td></tr><tr><td>PE</td><td>Price per Each</td></tr><tr><td>PF</td><td>Price Per Foot</td></tr><tr><td>PP</td><td>Price per Pound</td></tr><tr><td>TF</td><td>Per 1000 Feet</td></tr><tr><td>TP</td><td>Price per Thousand</td></tr><tr><td>UM</td><td>Price per Unit of Measure</td></tr></table>	Code	NAME	HF	Per 100 Feet	HP	Price per Hundred	PE	Price per Each	PF	Price Per Foot	PP	Price per Pound	TF	Per 1000 Feet	TP	Price per Thousand	UM	Price per Unit of Measure	O	ID	2/2				
Code	NAME																										
HF	Per 100 Feet																										
HP	Price per Hundred																										
PE	Price per Each																										
PF	Price Per Foot																										
PP	Price per Pound																										
TF	Per 1000 Feet																										
TP	Price per Thousand																										
UM	Price per Unit of Measure																										
PO106	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234). ECTF Notes: It is recommended that the U.P.C. number for an item be included when it exists. In addition, most partnerships recommend that the vendor's part number or the customer's part number be included along with the U.P.C. number. <table><tr><th>Code</th><th>NAME</th></tr><tr><td>BP</td><td>Buyer's Part Number</td></tr><tr><td>CB</td><td>Buyer's Catalog Number</td></tr><tr><td>EN</td><td>European Article Number (EAN) (2-5-5-1)</td></tr><tr><td>RK</td><td>Rack Number</td></tr><tr><td>U2</td><td>U.P.C. Shipping Container Code (1-2-5-5) Description: A 13-digit code that uniquely identifies the manufacturer's shipping unit, including the packaging indicator; the first digit is the packaging indicator, the next two digits are the number system characters, the next five digits are the manufacturer ID number, and the remaining five digits are the item code</td></tr><tr><td>UD</td><td>U.P.C./EAN Consumer Package Code (2-5-5)</td></tr><tr><td>UI</td><td>U.P.C. Consumer Package Code (1-5-5)</td></tr><tr><td>UK</td><td>U.P.C./EAN Shipping Container Code (1-2-5-5-1) Description: A 14-digit code that uniquely identifies the manufacturer's shipping unit, including the packaging indicator and check digit; the first digit is the packaging indicator, the next two digits are the number system characters, the next five digits are the manufacturer ID number, the second five digits are the item code, and the final digit is the check digit</td></tr><tr><td>VC</td><td>Vendor's (Seller's) Catalog Number</td></tr><tr><td>VP</td><td>Vendor's (Seller's) Part Number</td></tr></table>	Code	NAME	BP	Buyer's Part Number	CB	Buyer's Catalog Number	EN	European Article Number (EAN) (2-5-5-1)	RK	Rack Number	U2	U.P.C. Shipping Container Code (1-2-5-5) Description: A 13-digit code that uniquely identifies the manufacturer's shipping unit, including the packaging indicator; the first digit is the packaging indicator, the next two digits are the number system characters, the next five digits are the manufacturer ID number, and the remaining five digits are the item code	UD	U.P.C./EAN Consumer Package Code (2-5-5)	UI	U.P.C. Consumer Package Code (1-5-5)	UK	U.P.C./EAN Shipping Container Code (1-2-5-5-1) Description: A 14-digit code that uniquely identifies the manufacturer's shipping unit, including the packaging indicator and check digit; the first digit is the packaging indicator, the next two digits are the number system characters, the next five digits are the manufacturer ID number, the second five digits are the item code, and the final digit is the check digit	VC	Vendor's (Seller's) Catalog Number	VP	Vendor's (Seller's) Part Number	C	ID	2/2
Code	NAME																										
BP	Buyer's Part Number																										
CB	Buyer's Catalog Number																										
EN	European Article Number (EAN) (2-5-5-1)																										
RK	Rack Number																										
U2	U.P.C. Shipping Container Code (1-2-5-5) Description: A 13-digit code that uniquely identifies the manufacturer's shipping unit, including the packaging indicator; the first digit is the packaging indicator, the next two digits are the number system characters, the next five digits are the manufacturer ID number, and the remaining five digits are the item code																										
UD	U.P.C./EAN Consumer Package Code (2-5-5)																										
UI	U.P.C. Consumer Package Code (1-5-5)																										
UK	U.P.C./EAN Shipping Container Code (1-2-5-5-1) Description: A 14-digit code that uniquely identifies the manufacturer's shipping unit, including the packaging indicator and check digit; the first digit is the packaging indicator, the next two digits are the number system characters, the next five digits are the manufacturer ID number, the second five digits are the item code, and the final digit is the check digit																										
VC	Vendor's (Seller's) Catalog Number																										
VP	Vendor's (Seller's) Part Number																										
PO107	234	Product/Service ID Description: Identifying number for a product or service.	C	AN	1/48																						
PO108	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234).	C	ID	2/2																						
PO109	234	Product/Service ID Description: Identifying number for a product or service.	C	AN	1/48																						

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
PO110	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234).	C	ID	2/2
PO111	234	Product/Service ID Description: Identifying number for a product or service.	C	AN	1/48
PO112	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234).	C	ID	2/2
PO113	234	Product/Service ID Description: Identifying number for a product or service.	C	AN	1/48
PO114	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234).	C	ID	2/2
PO115	234	Product/Service ID Description: Identifying number for a product or service.	C	AN	1/48
PO116	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234).	C	ID	2/2
PO117	234	Product/Service ID Description: Identifying number for a product or service.	C	AN	1/48
PO118	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234).	C	ID	2/2
PO119	234	Product/Service ID Description: Identifying number for a product or service.	C	AN	1/48
PO120	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234).	C	ID	2/2
PO121	234	Product/Service ID Description: Identifying number for a product or service.	C	AN	1/48
PO122	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234).	C	ID	2/2
PO123	234	Product/Service ID Description: Identifying number for a product or service.	C	AN	1/48
PO124	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234).	C	ID	2/2
PO125	234	Product/Service ID Description: Identifying number for a product or service.	C	AN	1/48

To describe a product or process in coded or free-form format.

ECTF Notes:

This segment should only be used when specific agreements between partners have been discussed.

Example:

PID*F****WIRING ACCESSORY, SPECIAL RELEASE CONTROL ARM^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
PID01	349	Item Description Type	M	ID	1/1
		Description: Code indicating the format of a description			
		<u>Code</u> <u>NAME</u>			
		F Free-form			
PID05	352	Description	C	AN	1/80
		Description: A free-form description to clarify the related data elements and their content			

REF Reference Identification

Pos: 100	Max: >1
Detail - Optional	
Loop: PO1	Elements: 2

To specify identifying information.

ECTF Notes:

This segment can optionally be used to communicate customer price, quote numbers, or other reference numbers. When included at this level, the reference number specified applies to the individual item on the order. This overrides any header level reference number.

Example:

REF*PR*ABC-12345-2^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
REF01	128	Reference Identification Qualifier Description: Code qualifying the Reference Identification	M	ID	2/3
		<u>Code</u> <u>NAME</u>			
		DG Drawing Number			
		PD Promotion/Deal Number			
		PR Price Quote Number			
		R1 Current Revision Number			
		SE Serial Number			
REF02	127	Reference Identification Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	C	AN	1/30

SAC

Service, Promotion, Allowance, or Charge Information

Pos: 130 Max: 1
Detail - Optional
Loop: SACElements: 5

To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge.

ECTF Notes:

For all data elements within this segment, the decimal point is assumed and should not be included in the amount.

Example:

SAC*C*F050***1500*****06***SPECIAL PACKAGING^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
SAC01	248	Allowance or Charge Indicator Description: Code which indicates an allowance or charge for the service specified <u>Code</u> <u>NAME</u> A Allowance C Charge	M	ID	1/1
SAC02	1300	Service, Promotion, Allowance, or Charge Code Description: Code identifying the service, promotion, allowance, or charge <u>Code</u> <u>NAME</u> A010 Absolute Minimum Charge D240 Freight D500 Handling F050 Other (See related description)	C	ID	4/4
SAC05	610	Amount Description: Monetary amount	O	N2	1/15
SAC12	331	Allowance or Charge Method of Handling Code Description: Code indicating method of handling for an allowance or charge <u>Code</u> <u>NAME</u> 05 Charge to be Paid by Vendor 06 Charge to be Paid by Customer 09 Allowance To Be Issued by Vendor Description: Code designating vendor as the issuer of an allowance	O	ID	2/2
SAC15	352	Description Description: A free-form description to clarify the related data elements and their content	C	AN	1/80

To specify general conditions or requirements and to detail conditions for substitution of alternate products.

Example:

IT8*SC^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>										
IT801	563	Sales Requirement Code	C	ID	1/2										
Description: Code to identify a specific requirement or agreement of sale															
<table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>BK</td><td>Ship Partial - Balance Back Order</td></tr><tr><td>N</td><td>No Back Order</td></tr><tr><td>SC</td><td>Ship Complete - Balance Cancel</td></tr><tr><td>SP</td><td>Ship Partial</td></tr></table>						<u>Code</u>	<u>NAME</u>	BK	Ship Partial - Balance Back Order	N	No Back Order	SC	Ship Complete - Balance Cancel	SP	Ship Partial
<u>Code</u>	<u>NAME</u>														
BK	Ship Partial - Balance Back Order														
N	No Back Order														
SC	Ship Complete - Balance Cancel														
SP	Ship Partial														

DTM Date/Time Reference

Pos: 210	Max: 10
Detail - Optional	
Loop: PO1	Elements: 2

To specify pertinent dates and times.

ECTF Notes:

This segment can be optionally used to specify dates and times associated with the line. This date will override any header level dates.

Example:

DTM*037*20010418^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
DTM01	374	Date/Time Qualifier	M	ID	3/3
Description: Code specifying type of date or time, or both date and time					
		<u>Code</u> <u>NAME</u>			
		002 Delivery Requested			
		010 Requested Ship			
		037 Ship Not Before			
		038 Ship No Later			
		039 Ship Week of			
		106 Required By			
		118 Requested Pick-up			
		372 Actual Arrival Date			
DTM02	373	Date	M	DT	8/8
Description: Date expressed as CCYYMMDD					

MAN Marks and Numbers

Pos: 280	Max: 10
Detail - Optional	
Loop: PO1	Elements: 2

This segment is commonly included when information is to be printed on shipping papers or package labels.

ECTF Notes:

At the detail level, the identifying marks and numbers would relate to specific line items. The use of this segment to pass additional information other than for the stated purpose is discouraged.

Example:

MAN*PB*LN8746^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
MAN01	88	Marks and Numbers Qualifier	M	ID	1/2
		Description: Code specifying the application or source of Marks and Numbers (87)			
		<u>Code</u> <u>NAME</u>			
		L Line Item Only			
		PB Premarked by Buyer			
MAN02	87	Marks and Numbers	M	AN	1/48
		Description: Marks and numbers used to identify a shipment or parts of a shipment			

SCH Line Item Schedule

Pos: 295	Max: 1
Detail - Optional	
Loop: SCH	Elements: 4

To specify the data for scheduling a specific line-item.

ECTF Notes:

The SCH segment may be used to specify scheduled line deliveries. Multiple dates can be transmitted per line to schedule partial quantities.

Example:

SCH*10000*PC***037*20010413^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>																																										
SCH01	380	Quantity Description: Numeric value of quantity	M	R	1/15																																										
SCH02	355	Unit or Basis for Measurement Code Description: Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken. This value must match the unit of measure in the PO103. <table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>BG</td><td>Bag</td></tr><tr><td>BK</td><td>Book</td></tr><tr><td>CA</td><td>Case</td></tr><tr><td>CG</td><td>Card</td></tr><tr><td>CT</td><td>Carton</td></tr><tr><td>EA</td><td>Each</td></tr><tr><td>FT</td><td>Foot</td></tr><tr><td>HU</td><td>Hundred</td></tr><tr><td>KG</td><td>Kilogram</td></tr><tr><td>KT</td><td>Kit</td></tr><tr><td>LB</td><td>Pound</td></tr><tr><td>MR</td><td>Meter</td></tr><tr><td>PC</td><td>Piece</td></tr><tr><td>PK</td><td>Package</td></tr><tr><td>RD</td><td>Rod (length) - 5.5 Yards</td></tr><tr><td>RE</td><td>Reel</td></tr><tr><td>RL</td><td>Roll</td></tr><tr><td>SH</td><td>Sheet</td></tr><tr><td>SO</td><td>Spool</td></tr><tr><td>TH</td><td>Thousand</td></tr></table>	<u>Code</u>	<u>NAME</u>	BG	Bag	BK	Book	CA	Case	CG	Card	CT	Carton	EA	Each	FT	Foot	HU	Hundred	KG	Kilogram	KT	Kit	LB	Pound	MR	Meter	PC	Piece	PK	Package	RD	Rod (length) - 5.5 Yards	RE	Reel	RL	Roll	SH	Sheet	SO	Spool	TH	Thousand	M	ID	2/2
<u>Code</u>	<u>NAME</u>																																														
BG	Bag																																														
BK	Book																																														
CA	Case																																														
CG	Card																																														
CT	Carton																																														
EA	Each																																														
FT	Foot																																														
HU	Hundred																																														
KG	Kilogram																																														
KT	Kit																																														
LB	Pound																																														
MR	Meter																																														
PC	Piece																																														
PK	Package																																														
RD	Rod (length) - 5.5 Yards																																														
RE	Reel																																														
RL	Roll																																														
SH	Sheet																																														
SO	Spool																																														
TH	Thousand																																														
SCH05	374	Date/Time Qualifier Description: Code specifying type of date or time, or both date and time <table><tr><th><u>Code</u></th><th><u>NAME</u></th></tr><tr><td>002</td><td>Delivery Requested</td></tr><tr><td>010</td><td>Requested Ship</td></tr><tr><td>037</td><td>Ship Not Before</td></tr><tr><td>038</td><td>Ship No Later</td></tr><tr><td>039</td><td>Ship Week of</td></tr><tr><td>106</td><td>Required By</td></tr><tr><td>118</td><td>Requested Pick-up</td></tr><tr><td>372</td><td>Actual Arrival Date</td></tr></table>	<u>Code</u>	<u>NAME</u>	002	Delivery Requested	010	Requested Ship	037	Ship Not Before	038	Ship No Later	039	Ship Week of	106	Required By	118	Requested Pick-up	372	Actual Arrival Date	M	ID	3/3																								
<u>Code</u>	<u>NAME</u>																																														
002	Delivery Requested																																														
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038	Ship No Later																																														
039	Ship Week of																																														
106	Required By																																														
118	Requested Pick-up																																														
372	Actual Arrival Date																																														
SCH06	373	Date Description: Date expressed as CCYYMMDD	M	DT	8/8																																										

N1

Name

Pos: 350	Max: 1
Detail - Optional	
Loop: N1	Elements: 4

To identify a party by type of organization, name, and code.

ECTF Notes:

Name/address provided at the detail level is used to identify special pricing or shipping requirements. DUNS+4 should be considered the primary and preferred method of identifying a location.

Example:

N1*EN*DYNAMICS INC.*1*123456789^

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max										
N101	98	Entity Identifier Code Description: Code identifying an organizational entity, a physical location, property or an individual <table><tr><th>Code</th><th>NAME</th></tr><tr><td>EN</td><td>End User</td></tr><tr><td>ST</td><td>Ship To</td></tr></table>	Code	NAME	EN	End User	ST	Ship To	M	ID	2/3				
Code	NAME														
EN	End User														
ST	Ship To														
N102	93	Name Description: Free-form name	C	AN	1/60										
N103	66	Identification Code Qualifier Description: Code designating the system/method of code structure used for Identification Code (67) <table><tr><th>Code</th><th>NAME</th></tr><tr><td>1</td><td>D-U-N-S Number</td></tr><tr><td>9</td><td>D-U-N-S+4</td></tr><tr><td>91</td><td>Assigned by Seller or Seller's Agent Description: (Not Recommended)</td></tr><tr><td>92</td><td>Assigned by Buyer or Buyer's Agent Description: (Not Recommended)</td></tr></table>	Code	NAME	1	D-U-N-S Number	9	D-U-N-S+4	91	Assigned by Seller or Seller's Agent Description: (Not Recommended)	92	Assigned by Buyer or Buyer's Agent Description: (Not Recommended)	C	ID	1/2
Code	NAME														
1	D-U-N-S Number														
9	D-U-N-S+4														
91	Assigned by Seller or Seller's Agent Description: (Not Recommended)														
92	Assigned by Buyer or Buyer's Agent Description: (Not Recommended)														
N104	67	Identification Code Description: Code identifying a party or other code	C	AN	2/80										

To specify the location of the named party.

Example:

N3*2444 NORTHWEST AVE.*DOCK #3^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
N301	166	Address Information Description: Address information	M	AN	1/55
N302	166	Address Information Description: Address information	O	AN	1/55

N4

Geographic Location

Pos: 380	Max: 1
Detail - Optional	
Loop: N1	Elements: 4

To specify the geographic place of the named party.

ECTF Notes:

Country Code (N404) would typically be used when transacting business in multiple countries. Refer to ISO 3166 for standard country codes.

Example:

N4*CHICAGO*IL*60601*USA^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>								
N401	19	City Name Description: Free-form text for city name	O	AN	2/30								
N402	156	State or Province Code Description: Code (Standard State/Province) as defined by appropriate government agency	O	ID	2/2								
N403	116	Postal Code Description: Code defining international postal zone code excluding punctuation and blanks (zip code for United States)	O	ID	3/15								
N404	26	Country Code Description: Code identifying the country <table><tr><td><u>Code</u></td><td><u>NAME</u></td></tr><tr><td>CAN</td><td>Canada</td></tr><tr><td>MEX</td><td>Mexico</td></tr><tr><td>USA</td><td>United States</td></tr></table>	<u>Code</u>	<u>NAME</u>	CAN	Canada	MEX	Mexico	USA	United States	O	ID	2/3
<u>Code</u>	<u>NAME</u>												
CAN	Canada												
MEX	Mexico												
USA	United States												

To specify product subline detail item data.

ECTF Notes:

Segment SLN is to be used if the item is shipped in sub assemblies to identify the sub assemblies to the customer. SLN09 through SLN16 provide for multiple product/service IDs for each item. If only one product/service ID is provided, SLN09 and SLN10 are used. SLN11 and SLN12 would be used for a second product/service ID, etc. Multiple product/service ID's can be presented in any sequence.

Example:

SLN*1.1**I*10000*PC*1.56*TP**VC*P-875OS*UI*09999982001^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
SLN01	350	Assigned Identification Description: Alphanumeric characters assigned for differentiation within a transaction set	M	AN	1/20
SLN03	662	Relationship Code Description: Code indicating the relationship between entities	M	ID	1/1
		<u>Code</u> <u>NAME</u> I Included			
SLN04	380	Quantity Description: Numeric value of quantity	C	R	1/15
SLN05	C001	Composite Unit of Measure Description: To identify a composite unit of measure.	C	Comp	
	355	Unit or Basis for Measurement Code Description: Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	M	ID	2/2
		<u>Code</u> <u>NAME</u> BG Bag BK Book CA Case CG Card CT Carton EA Each FT Foot HU Hundred KG Kilogram KT Kit LB Pound MR Meter PC Piece PK Package RD Rod (length) - 5.5 Yards RE Reel RL Roll SH Sheet SO Spool TH Thousand			
SLN06	212	Unit Price	C	R	1/17

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
		Description: Price per unit of product, service, commodity, etc.			
SLN07	639	Basis of Unit Price Code Description: Code identifying the type of unit price for an item <u>Code</u> <u>NAME</u> HF Per 100 Feet HP Price per Hundred PE Price per Each PF Price Per Foot PP Price per Pound TF Per 1000 Feet TP Price per Thousand UM Price per Unit of Measure	O	ID	2/2
SLN09	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234) <u>Code</u> <u>NAME</u> BP Buyer's Part Number CB Buyer's Catalog Number EN European Article Number (EAN) (2-5-5-1) RK Rack Number U2 U.P.C. Shipping Container Code (1-2-5-5) Description: A 13-digit code that uniquely identifies the manufacturer's shipping unit, including the packaging indicator; the first digit is the packaging indicator, the next two digits are the number system characters, the next five digits are the manufacturer ID number, and the remaining five digits are the item code UD U.P.C./EAN Consumer Package Code (2-5-5) UI U.P.C. Consumer Package Code (1-5-5) UK U.P.C./EAN Shipping Container Code (1-2-5-5-1) Description: A 14-digit code that uniquely identifies the manufacturer's shipping unit, including the packaging indicator and check digit; the first digit is the packaging indicator, the next two digits are the number system characters, the next five digits are the manufacturer ID number, the second five digits are the item code, and the final digit is the check digit VC Vendor's (Seller's) Catalog Number VP Vendor's (Seller's) Part Number	C	ID	2/2
SLN10	234	Product/Service ID Description: Identifying number for a product or service	C	AN	1/48
SLN11	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234) ECTF Notes: The codes listed for the SLN09 apply to each occurrence of data element 235 in the SLN segment.	C	ID	2/2
SLN12	234	Product/Service ID Description: Identifying number for a product or service	C	AN	1/48
SLN13	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234) ECTF Notes: The codes listed for the SLN09 apply to each occurrence of data element 235 in the SLN segment.	C	ID	2/2
SLN14	234	Product/Service ID Description: Identifying number for a product or service	C	AN	1/48

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
SLN15	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234) ECTF Notes: The codes listed for the SLN09 apply to each occurrence of data element 235 in the SLN segment.	C	ID	2/2
SLN16	234	Product/Service ID Description: Identifying number for a product or service	C	AN	1/48

To transmit a hash total for a specific element in the transaction set.

Example:

CTT*4*28412^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
CTT01	354	Number of Line Items Description: Total number of line items in the transaction set	M	N0	1/6
CTT02	347	Hash Total Description: Sum of values of the PO102 data elements.	O	R	1/10

SE

Transaction Set Trailer

Pos: 030	Max: 1
Summary - Mandatory	
Loop: N/A	Elements: 2

To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments)

Example:

SE*37*0001^

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>
SE01	96	Number of Included Segments Description: Total number of segments included in a transaction set including ST and SE segments	M	N0	1/10
SE02	329	Transaction Set Control Number Description: Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	M	AN	4/9

Section 4

850 Purchase Order

Example Transaction

This section contains an example transaction showing the use of the segments within the 850 Purchase Order. Note: The example may not show all segments or qualifier combinations.

ST*850*0001^
 BEG*00*NE*092123456**20010331^
 CUR*SE*USD^
 REF*PR*ABC-12345-1^
 PER*BD*JANE SMITH*TE*3121234567^
 FOB*PP^
 CSH*BK^
 SAC*C*F050***1000*****06***MISC CHARGE DESCRIPTION^
 ITD*15*3*2*20010315*****2% 10th Prox Net EOM^
 DTM*037*20010413^
 TD5*2*AAAA*M*AAA FREIGHT CO.*****09^
 TD3*LU^
 MAN*PB*SP-654321-006^
 N1*BY*ABC DISTRIBUTION*9*0012345670000^
 N1*BT*ABC FINANCIAL CENTER*9*0012345670001^
 N1*ST*ABC DISTRIBUTION W/H*9*0012345670000^
 N3*100 S. LASALLE ST.*SUITE 410^
 N4*CHICAGO*IL*60601*USA^
 N1*SE*XYZ SUPPLIER*9*0076543210000^
 PO1*0001*12900*PC*5.43*TP*VC*P- 8750*UI*09999982010*BP*CC-14*RK*BZOR6A12^
 PID*F***WIRING ACCESSORY, SPECIAL RELEASE CONTROL ARM^
 REF*PR*ABC-12345-2^
 SAC*C*F050***1500*****06***SPECIAL PACKAGING^
 IT8*SC^
 MAN*PB*LN8746^
 SCH*10000*PC***037*20010418^
 SCH*2900*PC***037*20010513^
 N1*EN*DYNAMICS INC.*1*123456789^
 N3*2444 NORTHWEST AVE.*DOCK #3^
 N4*CHICAGO*IL*60601*USA^
 SLN*1.1**I*10000*PC*1.56*TP* *VC*P-8750S*UI*09999982001^
 PO1*0002*500*EA*8.89*HP*VC*3252-IV^
 DTM*037*20010418^
 PO1*0003*15000*FT*400*TF*U1*78922512346^
 PO1*0004*12*PH*1.42*PE*VC*4252-IV*U2*7062120066285^
 CTT*4*28412^
 SE*37*0001^