

YODEL LINK SPECIFICATION DOMESTIC, INTERNATIONAL & COLLECT+ DELIVERIES



IT'S YOUR DELIVERY NOW IT'S YOUR CALL YODEL



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1 INTRODUCTION

The integrated specification is designed to meet the requirements of our clients wishing to develop an integrated shipping solution. This concept allows our clients to maintain complete control over the despatch systems and where necessary integrate with other business critical system to enable seamless transition of shipping information.

Integrated systems are wholly owned developed and maintained by the client and must perform at least three core tasks:

- It must produce consignment labels with a unique identifier on each item (parcel) to an agreed standard.
- At the end of each day's shipping, it must produce a printed daily collection manifest summarising all shipments collected by the carrier.
- At the end of a day's shipping or before the items enter the Yodel network (whichever is sooner) it must produce and transmit an electronic Pre-Alert Notifications (end of day manifest data) file in the specified format.

Each of the core requirements is covered in detail over the coming chapters.

Brexit & Northern Ireland

Due to the 'Good Friday Agreement' and the removal of any potential borders on the island of Ireland, all Northern Ireland (NI) shipments can still be sent on Yodel domestic services however a customs record will be required for each shipment entering and leaving Northern Ireland.

Channel Isles remain unaffected by Brexit and will still require full customs declarations, full details are given throughout the specification as to when and where to apply customs data.

Republic of Ireland

It should be noted that the Republic of Ireland is now only available as an international shipping location and therefore needs to be shipped on international services with full customs declarations.

Delivery Duty Paid (DDP)

Post Brexit, Yodel will only be able to offers DDU (**Delivery Duty Unpaid**) on the packet (EPS) service, anything other than a packet must be treated as DDP (**Delivery Duty Paid**) and the client must collect the duty that would be payable in the destination country at the time of taking the order. Yodel will arrange for the payment of any duties on behalf of the client and invoice the duty back to the client via the currently billing process.

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2 THE 'COMMON' LABEL



All Yodel services including Collect+ share the same 'common' label format. In this section the common label layout and requirements are described in full explaining underlying principles involved in the implementation.

2.1 OVERVIEW OF ELEMENT PLACEMENT





Elements	Co	llect+ Example Label	Elements
2.3.3 Ship from Address	FROM: Sender name, L3 4/ 28 ALFR — G160		2.3.2 Meter No.
2.3.6 Sender and receiver Ref	2LGBI Consignee Ref:	E111AB + 01000024	2.3.7 Routing Information
<mark>2.3.1</mark> Carrier Logo	Consignor Ref:	collect+	<mark>2.3.1</mark> Carrier Logo
2.3.6 Shipment Details	Depot: 28_ALFR — G160 Date:	STORE NAME STORE ADDRESS LINE 1 STORE ADDRESS LINE 2 STORE TOWN STORE COUNTY	2.3.4 Ship to Address
	01/11/2019	LE11 1AB GB	
2.3.5 Service Code	Service:	Storekeeper Instructions FOR COLLECTION BY THE CUSTOMER	2.3.9 Extra Details Box
2.3.10	Customer Name: JO H		2.3.11
Extra Details Bar	COLLECT+	BARCODE BELOW	Contact Details
2.3.8 Licence Plate Number	(a) Al	D00 022 340 0100 0001	



2.2 FONTS & SIZES

The example values below are based on the Arial font, but other sans-serif fonts may be accepted if they provide an equal legibility. The following values specify minimum font sizes. However, maximum height should also be considered. "Font height in mm" and "Size in dots at 200 dpi" are rounded values and for information purpose only. They have been added to make programming easier.

Section	Element	Font Size	Font Height	Size at 200 dpi	Font Style	Example
Service Code	Service Code	26	9.18 mm	72	Bold	1CP EPS
Carrier Logo	Yodel	26	9.18 mm	72	Bold	YODEL
Meter No.	Meter Number	11	3.88 mm	31	Bold	34001
Ship 'From' Address	"From"	8	2.82 mm	22		FROM:
Address	Address	8	2.82 mm	22		COMPANY NAME POSTCODE
Ship 'To' Address	Business / Recipient Department Address Line 1 Address Line 2	10	3.53 mm	28		CONSIGNEE NAME DEPARTMENT ADDRESS LINE 1 ADDRESS LINE 2
	Town / City County / State	11	3.88 mm	31	Bold	TOWN COUNTY
	Postcode / ZIP	20	7.06 mm	56	Bold	POSTCODE
	Country & ISO Code (International Only)	20	7.06 mm	56	Bold	IRELAND IE
Shipment Detail	Consignor Reference Consignee Reference	8	2.82 mm	22		YOUR CUSTOMER'S REFERENCE YOUR REFERENCE
Routing Information	Service Centre Name Tour ID (Domestic & Collect+ Only)	20	7.06 mm	56	Bold	06_PRST-G159 36B (00)
	International Gateway (International Only)	11	3.88 mm	31	Bold	INTERNATIONAL
	Collect+ Details Bar (Collect+ Only)	11	3.88 mm	31	Bold	COLLECT+ BARCODE BELOW
	Domestic Details Bar (Domestic Only)	11	3.88 mm	31	Bold	DOMESTIC
	Extra Details Box (Collect+ Only)	11	3.88 mm	31	Bold	Store Keeper Instructions FOR COLLECTION BY THE CUSTOMER
	Routing Code	11	3.88 mm	22		2LGBB11AA+01000024
Licence Plate	Licence Plate	11	3.88 mm	22		(J)JD00 022 340 0100 0001



2.3 BASIC LAYOUT CONSIDERATIONS

The label consists of 8 mandatory and 2 optional sections. The sections of the label are arranged as shown in section 2.2. The numbers refer to the following paragraphs where the sections are described in detail. Sample labels may be found in section 2.1.

2.3.1 Carrier Logo & Brand (Mandatory)

The 1st carrier logo or your own brand image must be printed here. Copies of the Yodel & Collect+ logos in JPG and GIF formats can be obtained from your Client Solutions contact upon request. The 2nd carrier logo must show Collect+ when using the click and collect services, for non-Collect+ shipments the Proposition type must be displayed, 'DOM' for Domestic and 'INTL' for International.

2.3.2 Meter Number (Mandatory)

The Meter Number is a unique 5-digit number that is assigned to each despatch solution. It is printed on the label for easy identification of the system that produced the label, in the event that an issue is discovered.

2.3.3 Ship 'From' Address (Mandatory)

For all traffic the 'Ship From' section refers to the address of the sender, this is for identification by the delivery partner as well as the receiver.

Layout

- In the top left-hand corner of this section the text "From:" should be printed followed by the sender address, which should be left justified.
- The height of the section should not exceed 25mm.

2.3.4 Ship 'To' Address (Mandatory)

Domestic & International Address Formats

- Company Name or Recipient's Name (Due to GDPR do not include phone numbers)
- House number and street etc...
- Town / City
- County
- Postcode
- Country (full name & 2-digit ISO code) Mandatory for International

Layout

- The text "To:" should be printed in the top left-hand corner of this section, with the delivery address printed to the right of this text and left justified.
- The full delivery address should be printed within the boxed section.
- The box is a mandatory requirement and therefore must be printed or pre-printed if using non carrier supplied stationery.
- The recommended line thickness for the brackets is > 0.5mm.
- The height of the section should not exceed 3cm.



2.3.5 Service Code (Mandatory)

This section contains the 'Service Code' element which is the 3 or 4 character short code for the service used and is obtained from the 'Service Code' field of the Domestic Gazetteer Service Table.

Section 6.1 provides a detailed overview of process required to determine these values

Layout

- The Service Code element should be printed in reverse video (if not supported by the printer, a surrounding rectangle can be used).
- To easily identify the product feature section, the inverse block must be at least 1cm wide.

2.3.6 Shipment Detail (Optional)

This section contains information specific to the shipment as a whole, whether single or multiple items. It consists of the following 2 elements:

Element	Requirement	Rules
Consignor Reference	Optional	This is the 'Shipper' or 'Sender' reference and if provided, should be the same value that is passed as the 'CONSIGNOR_REF' field within the Consignment 'CO') record 10.3 of the associated PAN file. This value will also be web traceable and appear on the client invoice against the shipment.
Consignee Reference	Optional	This is the 'Recipient' or 'Receiver' reference and if provided, should be the same value that is passed as the 'CONSIGNEE_REF' field within the Consignment 'CO' record 10.3 of the associated PAN file.

Layout

The height of the section should not exceed 2cm.

2.3.7 Routing Information (Mandatory)

This section provides the relevant information that will allow the parcel to be automatically or manually routed to the delivery service centre. It consists of the following three elements:

- Eye Readable 'Delivery Service Centre' & 'Tour' names Domestic Only
- Eye Readable International Gateway fixed value 'INTERNATIONAL' International Only
- Barcode format 'Routing Code'
- Eye Readable 'Routing Code'

The 'Routing Code' which is printed in both barcode and eye-readable formats is constructed from the delivery postcode and service elements that are looked up from the Domestic Gazetteer Service Table.

Section 5.2 provides a detailed overview of the process required to encode the 'Routing Code', while section 3 details the supported barcode symbologies and required format.

2.3.8 Unique Item Identifier (Mandatory)

A unique item identifier called a 'Licence Plate' must be applied to each individual item for shipping. The Licence Plate Number is used to track the parcel through the carrier network to final delivery destination and is the primary reference for the parcel. The Licence Plate must be printed in both barcode and eye-readable format to the requisite specification. Section 2 provides a detailed overview of the Licence Plate requirements, while section 3 details the supported barcode symbologies and required format.



2.3.9 Extra Details Box

The Extra Details box contains some extra instructions on how partners handle the items, such as a Collect+ store owner or how you segregate the traffic, currently the only three options allowed are;

Collect+

Store Keeper Instructions FOR COLLECTION BY THE CUSTOMER

International Shipments

INTERNATIONAL

All other shipments

DOMESTIC

2.3.10 Extra Details Bar

The Extra Details Bar is also used to highlight information to 3rd parties such as a Collect+ store owner or how you segregate the traffic, currently the only three options allowed are;

Collect+

COLLECT+ BARCODE BELOW

International Shipments

INTERNATIONAL

All other shipments

DOMESTIC

2.3.11 Contact Details

The name of the person receiving the item, mandatory when shipping International and Collect+ items.

2.4LABEL EXAMPLES

- Shipment to postcode "BB2 1QF" on the "XPRESS 24 POD" service
- Shipment to postcode "DN1 1PZ" on the "XPRESS 24 NON POD" service
- Shipment to postcode "FY5 4QD" on the "XPRESS 48 POD" service
- Shipment to postcode "HD7 4AR" on the "XPRESS 48 NON POD" service
- Shipment to postcode "UB4 8PU" on the "XPRESS MINI 48 NON POD" service
- Shipment to postcode "LA1 1BP" on the "XPECT 24 POD" service
- Shipment to postcode "M15 4FN" on the "XPECT 24 NON POD" service
- Shipment to postcode "M8 0NT" on the "XPECT 48 POD" service
- Shipment to postcode "OL16 2AL" on the "XPECT 48 NON POD" service
- Shipment to postcode "PR2 3GA" on the "XPECT 48XL POD" service
- Shipment to postcode "B21 9RR" on the "XPECT 48XL NON POD" service
- Shipment to postcode "HP11 2JZ" on the "XPECT SATURDAY POD" service
- Shipment to postcode "IP21 5HD" on the "XPECT SATURDAY NON POD" service



- Shipment to postcode "G11 5J" on the "XPECT 48 RETURN POD" service
- Shipment to postcode "EX31 2JZ" on the "XPECT PRE 12 POD" service
- Shipment to postcode "HU3 6HU" on the "XPECT PRE 12 SATURDAY POD" service
- Shipment to postcode "HA3 5BD" on the "EXPRESS 24" service
- Shipment to postcode "W1W 5BD" on the "EXPRESS 48" service
- Shipment to postcode "AL10 9TW" on the "@HOME 24" service
- Shipment to postcode "BN20 7RH" on the "@HOME 72" service
- Shipment to postcode "BR4 9BB" on the "PRIORITY 12:00" service
- Shipment to postcode "IV22 2LD" on the "EXPRESS ISLE" service
- Shipment to postcode "BT3 9BW" on the "EXPRESS 48 (NI)" service
- Shipment to postcode "BT17 9GX" on the "@HOME 48 (NI)" service
- Shipment to postcode "BT60 4RD" on the "@HOME 72 (NI)" service
- Shipment to postcode "DB99 9AA" on the "YODEL ROI 48 POD" service
- Shipment to postcode "DB99 9AA" on the "YODEL ROI 48 NON POD" service
- Shipment to postcode "DB99 9AA" on the "YODEL ROI 72 POD" service
- Shipment to postcode "DB99 9AA" on the "YODEL ROI 72 NON POD" service
- Shipment to postcode "GY3 5XA" on the "YODEL CI 48 POD" service
- Shipment to postcode "JE2 3NX" on the "YODEL CI 48 NON POD" service
- Shipment to postcode "JE2 4HY" on the "YODEL CI 72 POD" service
- Shipment to postcode "GY1 1WG" on the "YODEL CI 72 NON POD" service
- International Shipment to postcode "75007" in France on the "YODEL WORLD PACKET" service
- International Shipment to postcode "10117" in Germany on the "YODEL WORLD PARCEL" service



3 BARCODES AND FORMATS

Integrated systems will produce 'Licence Plate' and 'Routing Code' barcodes in accordance with the following specification.

3.1 SUPPORTED BARCODE SYMBOLOGIES

There are two barcode formats supported in the delivery network, Code128 and EAN128. For bar-coded information defined under EAN-standards (such as the EAN SSCC) the EAN 128-barcode symbology must be used. Only EAN128 barcodes may contain the special character FNC1 as the first element of the barcode. Code128 barcodes with special characters are not supported.

3.1.1 Code128 Barcode Types AB&C

The distribution of the alphanumerical characters in the string of characters within the Code128 barcode can affect its length and prevent the barcode from fitting on the label with 5mm quite zone. Code128 has 3 subsets 'AB&C'

- A. Self-determining barcode the least economical subset and can result in very wide barcodes
- B. Alpha and Numeric values ideal for strings that contain alpha & numeric blocks of 2 or more characters
- C. Numeric values only best used where strings contain numeric blocks of 4 or more characters

It is possible to switch from one character set to another within the barcode using a switch symbol. However, this switch symbol is also a barcode symbol that, in itself, uses up space.

Using both the subsets B & C would shorten a string that changed only once from letters to numbers, e.g. "ABCDEF123456", where as "AB12CD23EF56" would be shorter if only the B subset was used.

For Example, '2LGBNG117QE+01000007' should be printed in subset B up to '+' and then subset 'C' to the end of the barcode.

Subset 'A' will produce the widest and most varying width barcodes dependent on the contents. Extra care should therefore be taken if using this subset to ensure minimum barcode specifications are met.

3.2 BARCODE SPECIFICATIONS

The following requirements are imposed on the one-dimensional barcodes on the label. The use of the minimum values of the specifications is recommended.

3.2.1 Symbol Height

- The recommended barcode height is 28mm.
- The minimum permitted height for the barcode is 25mm.

3.2.2 Narrow Element Dimension

- The minimum narrow element dimension (x-dimension) shall not be less than 0,33mm.
- The x-dimension shall not exceed 0,51mm.

3.2.3 Barcode Width

The width of a barcode depends on the following parameters:

The x-dimension



- The total number of characters that needs to be represented.
- The proportion of alphanumerical characters that needs to be represented. Since Code128 supports three character sets (A, B and C) it is possible, using character set C, to represent 2 numerical digits with one single barcode symbol. Strings containing mainly numerical digits will therefore be shorter than strings containing mainly alphanumerical characters

3.2.4 Quiet zones

- Linear barcode symbols must be printed with all round quiet zones of no less than 5mm.
- Top and bottom quiet zones may include the eye-readable representation of the barcode contents.
- Quiet zones are not part of the barcode itself, i.e. a barcode of 28mm x 90mm, will require an area of at least 37mm x 100mm on the label, once the quiet zone is factored in.

3.2.5 Quality

The linear barcode quality must, as a minimum, conform to "Grade C", tested according to BS EN ISO/IEC 15416:2002, Test Specifications for Bar Code Symbols.

3.2.6 Translation of the Code Content

To facilitate a backup routine, if the barcode is not readable, the data content in the barcode symbol must be written in plain text immediately below the symbol.



4 DOMESTIC ROUTING GAZETTEER DATABASE FILES

There are a number of different domestic delivery services available that can be used, with varying service levels associated. While a delivery Service Centre may be capable of delivering shipments locally to a certain performance level it may not be possible to achieve the same performance level to remote locations.

Therefore, the Domestic Gazetteer is designed to serve the following 2 purposes:

- 1. Provide routing and service information to be printed on the despatch label
- 2. Verify that the selected service is supported in the delivery postcode area

This is achieved via a number of 'lookups' or 'queries' on the tables that make up the Domestic Gazetteer.

Before any routing or service information can be printed on the despatch label, the preferred service must be verified against the delivery postcode to ensure that it is supported. Therefore, the Domestic Gazetteer must first be queried to determine if this is true.

The Domestic Gazetteer will allow you to validate a supported service and postcode combination in one of two ways

- 1. To validate the selected service is available to a specified postcode.
- 2. Return a list of supported services to a specified postcode.

NOTE: The International delivery services (EPL & EPS) do not require service validation or routing information to be looked up and are therefore not subject to this requirement.

4.1 GAZETTEER UPDATE FILES

Gazetteer updates are available to download from the 'REAMUS' folder on the SFTP server and are contained in a zip file named 'gaznnn'.zip where 'nnn' is the version number of the gazetteer, the SFTP address is;

Address: sftp://cs.yodel.co.uk

User: gazetteersftp **Password:** visualsftp

Folder: REAMUS\DOMESTIC

Emails will be sent to your nominated person alerting them to the changes and the dates the files need to be implemented into your system.

4.2 GAZETTEER FILE LAYOUTS

The Domestic Gazetteer is comprised of 5 tables, that each must be accessed in their turn to determine the various routing and service validation information for a particular shipment. There are 2 additional files that provide version and implementation date information, which can be used to enable auto updating of new gazetteer releases.

- ACTIVATE.nnn; contains the activation date of the current gazetteer version
- VERSION.nnn; provides the current gazetteer version number
- SERVICE.nnn; details service specific detail for routing and validation
- REAMUS.nnn; Service Centre & Hub name lookup table
- DESTINATION STATION.nnn; delivery Service Centre & product support by postcode
- DESTINATION_PRDSERVICE.nnn; service availability by delivery Service Centre
- DESTINATION_EXCEPTION.nnn; service exceptions by postcode

nnn = current gazetteer version number



4.2.1 ACTIVATE

The ACTIVATE file provides for the automatic updating of the Domestic Gazetteer from the SFTP server. The file contains the version number followed by the date in a fixed width format that identifies when the files should be applied to the Link system.

An example value would be 15418/01/2019 which would indicate that version 154 of the gazetteer should be loaded onto the system for items produced on 18/01/2019 and thereafter.

4.2.2 VERSION

The file 'VERSION' contains the current gazetteer version that should be in use. An example value would be "154"

4.2.3 SERVICE

FORMAT: ASCII Text - Fixed Width

The Service Table provides the relevant information required for construction of the 'Routing Code', Service specific information for printing on the despatch label and the 'Product Code' / 'Feature Code' combination per service to be used when validating against delivery postcode.

FIELD NAME	START	WIDTH	COMMENTS
Service ID	1	3	Key field
Service Description	4	45	Full description of the service
Product Line 1	49	15	Text for 'Product Description' element of the despatch label (NO LONGER USED)
Product Line 2	64	35	Text for 'Service Description' element the despatch label (NO LONGER USED)
Product Code	99	2	First 2 digits after '+' when encoding the routing barcode 6.2
Date Code	101	2	Digits 3 to 4 after '+' when encoding the routing barcode 6.2
Day Text	103	1	Text for 'Day Text' element of section on the despatch label (NO LONGER USED)
Time Code	104	1	5 th digit after '+' when encoding the routing barcode 6.2
Time Text	105	1	Text for 'Time Text' element of section on the despatch label (NO LONGER USED)
Service Code	106	10	Text for 'Service Code' 6.2 section on despatch label
Feature ID	116	3	Digits 6 to 8 after '+' when encoding the routing barcode 6.2
Feature Code	119	2	Feature code as per the Gazetteer files
File Type	121	3	Electronic collection transmission file name
Consignment Flag	124	1	Single 1 of 1 'S' or Consignment 'M'
DS Flag	125	1	Unused
Filler	126	254	Unused
EOF	380	-	End of File



4.2.4 Service Table Sample (excerpt only)

Service ID	Service Type	Product Line 1	Product Line 2	Product Code	Date Code	Day Text	Time Code	_	Service Code	Feature ID	Feature Code	File Type	Con Flag	DS Flag
860	XPRESS 24 POD	MON TO SAT	24 POD	01	00		0		1CP	007	07	UKD	М	
861	XPRESS 24 NON POD	MON TO SAT	24	01	00		0		1CN	011	11	UKD	М	
862	XPRESS 48 POD	MON TO SAT	48 POD	01	00		0		2CP	012	12	UKD	М	
863	XPRESS 48 NON POD	MON TO SAT	48	01	00		0		2CN	013	13	UKD	М	
864	XPRESS XS 48 NON POD	MON TO SAT	48	01	00		0		2CXN	060	60	UKD	М	
870	XPECT 24 POD	VAN MON TO FRI	24 POD	01	00		0		1VP	020	20	UKD	М	
871	XPECT 24 NON POD	VAN MON TO FRI	24	01	00		0		1VN	021	21	UKD	М	
872	XPECT 48 POD	VAN MON TO FRI	48 POD	01	00		0		2VP	022	22	UKD	М	
873	XPECT 48 NON POD	VAN MON TO FRI	48	01	00		0		2VN	023	23	UKD	М	
874	XPECT 48 XL POD	VAN MON TO FRI	48XL POD	01	00		0		2VLP	024	24	UKD	М	
875	XPECT 48 XL NON POD	VAN MON TO FRI	48XL	01	00		0		2VLN	025	25	UKD	М	
876	XPECT SATURDAY POD	VAN MON TO SAT	24 POD	01	00		0		1VSP	026	26	UKD	М	
877	XPECT SATURDAY NON POD	VAN MON TO SAT	24	01	00		0		1VSN	027	27	UKD	М	
878	XPECT 48 RETURN POD	VAN MON TO FRI	48 POD RETURN	01	00		0		2VPR	028	28	UKD	М	
879	XPECT PRE 12 POD	VAN MON TO FRI	PRE 12 POD	01	00		0		12P	085	85	UKD	М	
880	XPERT 24 POD DESK	VAN MON TO FRI	24 POD DESK	01	00		0		1VD	077	77	UKD	М	
881	XPERT 24 ADDRESS ONLY	VAN MON TO FRI	24 POD ADDRESS ONLY	01	00		0		1VA	078	78	UKD	М	
882	XPERT 24 HVT POD	VAN MON TO FRI	24 HVT POD ADDRESS ONLY	01	00		0		1VT	079	79	UKD	М	
883	XPERT 24 BFPO POD	VAN MON TO FRI	24 BFPO POD ADDRESS ONLY	01	00		0		1BFP	080	80	UKD	М	
884	XPERT SATURDAY ADDRESS ONLY	VAN SATURDAY	24 POD ADDRESS ONLY	01	00		0		1VSA	095	95	UKD	М	
885	XPERT SATURDAY HVT POD	VAN SATURDAY	24 HVT POD ADDRESS ONLY	01	00		0		1VST	097	97	UKD	М	
886	XPERT SATURDAY POD EXCHANGE	VAN SATURDAY	24 POD EXCHANGE	01	00		0		1VSX	083	83	UKD	М	
887	XPERT 24 POD EXCHANGE	VAN MON TO FRI	24 POD EXCHANGE	01	00		0		1VX	084	84	UKD	М	
889	XPERT PRE 12 NON POD	VAN MON TO FRI	PRE 12	01	00		0		12N	086	86	UKD	М	
890	XPERT PRE 12 HVT ADDRESS ONLY	VAN MON TO FRI	PRE 12 HVT POD ADDRESS ONLY	01	00		0		12T	087	87	UKD	М	



4.2.5 REAMUSID

FORMAT: ASCII Text – Pipe '|' Delimited

This table lists the names of all Delivery Service Centre and Tours within the network against their respective 'Reamus ID'.

The first row of the file contains the Gazetteer ID (version number), with a pipe delimiter end.

REF	NAME	TYPE	SIZE	DESCRIPTION
RD1	Gazetteer ID	String	5	Start ID for Gazetteer (only appears once in the file)
RD2	ReamusID	String	6	Standard location ID codes
RD3	Location Name	String	35	Name of the location.
RD4	Opunit	String	6	Value for AD record 8.3 Opunit in the transmission file
RD5	CountryCode	String	2	Value for AD record 8.2 Country Code in the transmission file
RD6	Location ID	String	7	Unused

4.2.6 DESTINATION_STATION

FORMAT: ASCII Text – Pipe '|' Delimited

This table identifies the delivery service centre for a given country code, 'Product Code' and delivery postcode combination.

The first row of the file contains the Gazetteer ID (version number), with a pipe delimiter end.

REF	NAME	TYPE	SIZE	DESCRIPTION
DS1	Gazetteer ID	String	5	Start ID for Gazetteer (only appears once in the file)
DS2	CountryCode	String	2	(Always GB) country code of the receiver.
DS3	City	String	35	IGNORE city name of the receiver.
DS4	State	String	35	IGNORE state name of the receiver.
DS5	From_Postcode	String	12	Postal code where the shipment has to be delivered.
DS6	To_PostCode	String	12	Postal code where the shipment has to be delivered.
DS7	ProductCode	String	2	Product code selected for the shipment.
DS8	From_Weight	Float	Float	Minimum weight allowed for the given destination.
DS9	To_Weight	Float	Float	Maximum weight allowed for the given destination.
DS10	ServiceCtr_ReamusID	String	6	Standard location ID codes – Service Centre
DS11	Tour_ReamusID	String	6	Standard location ID codes - Hub



4.2.7 DESTINATION_PRDSERVICES

FORMAT: ASCII Text - Pipe '|' Delimited

This table identifies if a particular 'Feature Code' (Service) is supported by the Delivery Service Centre to all postcodes in its area. The 'Allowed' field determines whether the support is universal or only to selected postcodes.

The first row of the file contains the Gazetteer ID (version number), with a pipe delimiter end.

REF	NAME	TYPE	SIZE	DESCRIPTION
DPS1	Gazetteer ID	String	5	Start ID for Gazetteer (only appears once in the file)
DPS2	ServiceCtr_ReamusID	String	6	Standard location ID codes – Service Ctr
DPS3	ProductCode	String	2	Product code selected for the shipment.
DPS4	FeatureCode	String	2	Feature code selected for the shipment, look up value for Feature Code in the Service table
DPS5	Allowed	String	1	Product / service combination "Allowed Status" for given Service Centre. "Y" – Yes, allowed. "E" – Exception, do lookup by postcode in Destination Exception table.

4.2.8 DESTINATION_EXCEPTION

FORMAT: ASCII Text – Pipe '|' Delimited

This table provides the detailed 'Feature Code' (Service) support by postcode area for exceptions that were identified in **DESTINATION_PRDSERVICES** table. Only records where a specific Postcode & Feature Code combination is allowed are listed in the table.

The first row of the file contains the Gazetteer ID (version number), with a pipe delimiter end.

REF	NAME	TYPE	SIZE	DESCRIPTION
DE1	Gazetteer ID	String	5	Start ID for Gazetteer (only appears once in the file)
DE2	CountryCode	String	2	(Always GB) country code of the receiver.
DE3	City	String	35	Unused
DE4	State	String	35	Unused
DE5	From_Postcode	String	12	Postal code where the shipment has to be delivered.
DE6	To_PostCode	String	12	Postal code where the shipment has to be delivered.
DE7	ProductCode	String	2	Product code selected for the shipment.
DE8	FeatureCode	String	2	Service code selected for the shipment.



5 SERVICE VALIDATION (DOMESTIC SERVICES ONLY)

The Domestic Gazetteer supports two methods for validating whether a particular service is available in a given postcode area.

- 1. A postcode and service can be validated to see if the combination is compatible. The output will provide a yes or no response
- 2. A postcode can be queried to provide a list of all possible services that are available

In both scenarios the relevant routing and handling information will also be provided for each service validated.

5.1 POSTCODE AND SERVICE VALIDATION METHOD

5.1.1 Flow of Service Validation

When the delivery Postcode and desired Service are known for a given shipment, the data can be validated against the gazetteer tables in order to confirm if the combination is permitted. The response will also provide the necessary Service Centre and Tour values for the resultant label.

Input Parameters

- 1. Destination Country Code (always GB)
- 2. Destination Postcode (for shipping to Republic of Ireland, postcode 'DB99 9AA' should be used)
- 3. Service

Output

- 1. Tour Name
- 2. Delivery Service Centre Name
- 3. Validation of Service for given Postcode

5.1.2 Service Validation Process

- 1. Obtain the Product Code and Feature Code values from the Service Table for the Service you wish to validate.
 - **NOTE:** The Service table contains all services that are available on the Yodel network. This does not mean that all of those services are available to use. You should only use services that are specifically declared in your Yodel sales agreement and for which rates have been provided. Using services that are not in your agreement may incur unexpected charges.
- Take the Product Code value along with the delivery Postcode and lookup matching records in the DESTINALTION_STATION table, where the Postcode falls within the 'From_Postcode' and 'To_Postcode' range and the Product Code matches the corresponding field value.
 - i. If a matching record is found, then this indicates that the Service and Postcode combination is supported by a Service Centre. The codes for the Delivery Service Centre and Tour are provided in the 'ServiceCtr_ReamusID' and 'Tour_ReamusID' fields respectively. Store these two values as they will be needed later on in the validation process and when producing the shipping label.



ii. If there is no matching record, the likelihood is that the Postcode is invalid and should therefore be checked. Assuming the Postcode is correct, but not found, an appropriate Service may be selected but we may downgrade the service or apply a surcharge at the point of delivery, as detailed in the 'New Postcode Process' below.

NOTE: The weight limits per destination by Product is also listed in the record and should be compared against the item weights at this time. Items outside of these weight limits can only be carried with prior agreement from the Yodel distribution operations representatives.

Read the DESTINATION_PRDSERVICES table to check if the Feature Code for the selected Service is supported by the Delivery Service Centre.

Each Service Centre will support a number of different services. If a Service is supported across all postcodes for a particular Service Centre, the 'Allowed' field will be set to "Y". An 'Allowed' value of "E" indicates that the Service is only available in some of the postcodes covered by the Service Centre.

- i. If a matching record is found with the 'Allowed' field value set to "Y", the validation process is complete, with the Service and Postcode combination being identified as valid.
- ii. A matching record with the 'Allowed' field value set to "E" indicates that the service is supported by the service centre, but not to all postcodes (an <u>E</u>xception). A further lookup will be required to determine if the delivery Postcode will support the Service, which is detailed in section 4.
- iii. If a matching record cannot be found, then the Service and Postcode combination are not compatible.
- 4. In case of an 'Allowed' field value of "E" having been found in the **DESTINATION_PRDSERVICES** table, look-up the Postcode, Product Code and Feature Code combination in the **DESTINATION EXCEPTION** table.
 - i. A matching record indicates that the Service and Postcode combination are valid.
 - ii. If no matching record can be found, then the Service and Postcode combination are not compatible.

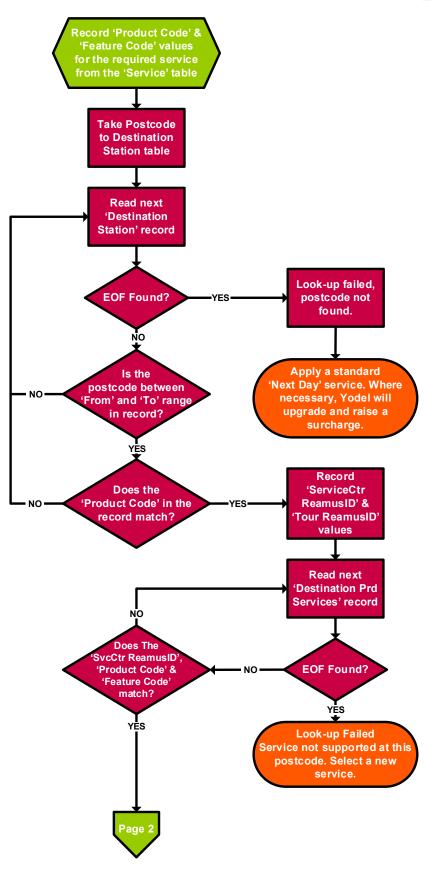
5.1.3 Results of the Validation Process

Once the desired Service has been identified as valid for the delivery Postcode, the eye-readable routing values that will be needed for the label should be looked up. In turn, take each of the 'ServiceCtr_ReamusID' and 'Tour_ReamusID' values that were obtained in section 2 of the 'Service Validation Process' and find the matching record in the REAMUSID table. Save the 'Location_Name' field value found in each case, which will be the values that are then printed in the 'Delivery Service Centre' and 'Tour' positions on the label respectively.

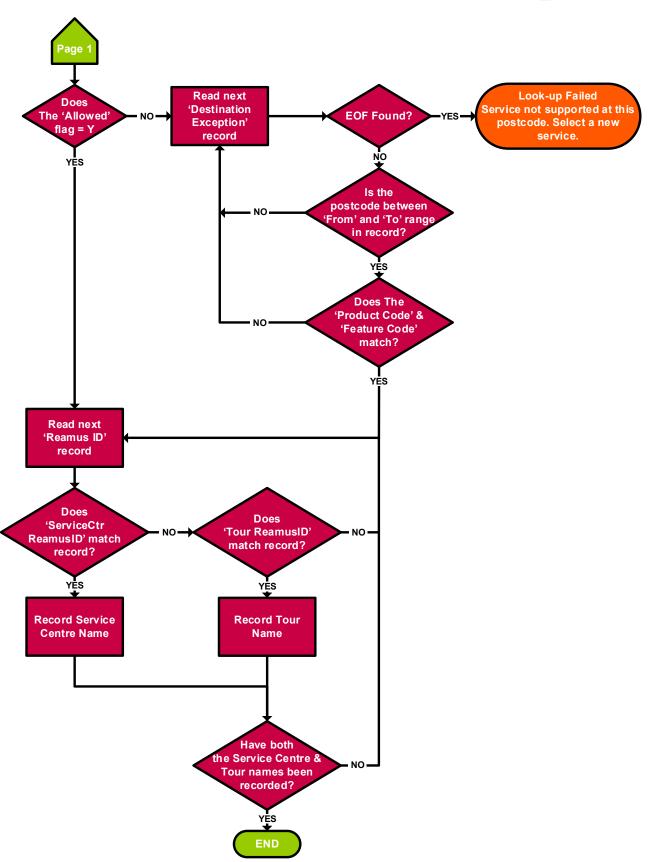
5.1.4 New Postcode Process

Postcodes that are not included in the ranges defined in the **DESTINATION_STATION** table are likely to be invalid. However, it is possible for new postcodes to be introduced in between gazetteer releases. If a shipment needs to be sent to a valid postcode that is not included in the current gazetteer, then an appropriate Service may be selected. However, service levels and/or any additional features may change, as required. This may also generate a surcharge on the at the point of delivery if the new Service is above the level originally applied.











5.2 SERVICE LIST BY POSTCODE VALIDATION METHOD

5.2.1 Flow of Service Validation

When only the delivery Postcode is known, it is possible to generate a list of the supported services, along with the relevant Service Centre and Tour values required for the resultant label.

Input Parameters

- Destination Country Code (always GB)
- 2. Destination Postcode

Output (as list)

- 1. Service
- 2. Tour Name
- 3. Delivery Service Centre Name

5.2.2 Service Validation Process

- 1. Take the delivery Postcode to the **DESTINATION_STATION** table and lookup all matching records where the Postcode falls within the 'From Postcode' and 'To Postcode' field values.
 - i. Capture the values held in the 'ProductCode', 'ServiceCtr_ReamusID' and 'Tour_ReamusID' fields for each matching record found. Store these values as they will be needed later on in the validation process and when producing the shipping label.
 - **NOTE:** From version **135** of the gazetteer onwards, there will only be 1 Product Code found per postcode range.
 - ii. If there is no matching record, the likelihood is that the Postcode is invalid and should therefore be checked.

NOTE: The weight limits per destination by Product is also listed in the record and should be compared against the item weights at this time. Items outside of these weight limits can only be carried with prior agreement from the Yodel distribution operations representatives.

- 2. Obtain a list of Services from the Service table where the 'Product Code' field value matches the value found in section 1 and capture the 'Feature Code' value for each.
 - **NOTE:** The Service table contains all services that are available on the Yodel network. This does not mean that all of those services are available to use. You should only use services that are specifically declared in your Yodel sales agreement and for which rates have been provided. Using services that are not in your agreement may incur unexpected charges.
- 3. For each Service in the list generated in section 2 of which you wish to validate for potential inclusion in the final list, find the matching record in the **DESTINATION_PRDSERVICES** table for the ServiceCtr_ReamusID obtained in section 1 and the Feature Code value obtained in section 2.
 - i. If a matching record is found with the 'Allowed' field value set to "Y", the Service is allowed and should be added to the final list.
 - ii. Where a matching record is returned with the 'Allowed' field value set to "E", a further lookup will be needed to determine if the Service is available. This can be done on a case by case basis or all services that indicate an Exception can be stored and then batch checked via the process which is detailed in section 4

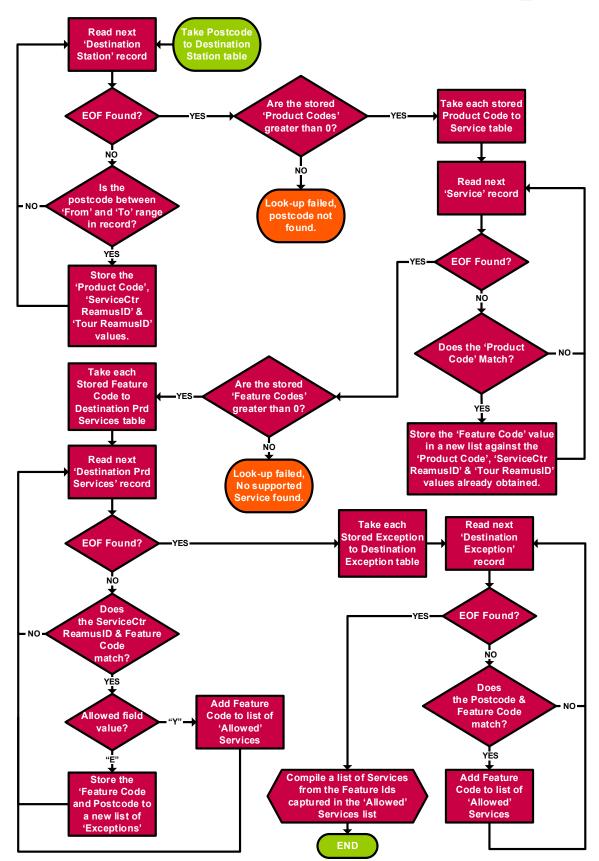


- 4. For each Service identified in section 3 with an 'Allowed' field value of "E", look-up the Postcode, Product Code and Feature Code combination in the DESTINATION_EXCEPTION table.
 - i. A matching record indicates that the Service and Postcode combination are valid. The Service should be added to the final list.
 - ii. If no matching record can be found, then the Service and Postcode combination are not compatible.

5.2.3 Results of the Validation Process

Once the desired Service has been selected from the final list constructed in the previous 'Service Validation Process', the eye-readable routing values that will be needed for the label should be looked up. In turn, take each of the 'ServiceCtr_ReamusID' and 'Tour_ReamusID' values that were obtained in section 1 of the 'Service Validation Process' and find the matching record in the **REAMUSID** table. Save the 'Location_Name' field value found in each case, which will be the values that are then printed in the 'Delivery Service Centre' and 'Tour' positions on the label respectively.







6 SERVICE

Each Service denotes a unique combination of delivery method, transit time and additional features. In order for Yodel to handle each item according to its particular service requirements, the Service specific values must be indicated on the label and pre-advised to Yodel in the PAN file.

Once you have successfully validated that the selected service is supported in the delivery postcode area (as defined in section), you should then proceed to lookup the required routing and associated service values.

6.1 SERVICE CODE LOOKUP

The 'Feature Code' for the validated service should be looked up in the SERVICE table 4.2.4.

The value found in the 'Service Code' field for the matching record should be used to populate the 'Service Code' section 0 of the despatch label.

6.2 ENCODING OF THE ROUTING CODE

The 'Routing Code' that is displayed in eye-readable and barcode format in the Routing Information section 2.3.7 consists of the following elements:

SECTION	CONTENT	LENGTH
ANSI Data Identifier	"2L"	2
ISO country code	"GB" for Domestic and Republic of Ireland services. For International services, use the corresponding destination 2-digit ISO country code.	2
Postcode	Postcode of receiver address. Variable length with max. 9 characters. The postcode may not contain spaces or symbols. See section 6.2.2	5-9
Field separator	" + "	1
Product codes	The ' Product Code ' field value for the validated service from the Domestic Gazetteer Service Table 4.2.3	2
Date Code	The 'Date Code' field value for the validated service from the Domestic Gazetteer Service Table 4.2.3	2
Time Code	The ' Time Code ' field value for the validated service from the Domestic Gazetteer Service Table 4.2.3	1
Handling codes	The ' Feature ID ' field value for the validated service from the Domestic Gazetteer Service Table 4.2.3	3



6.2.1 Routing barcode examples

Example shipment to postcode "NG11 7QZ" on the "XPRESS 24 POD" Service.

DI	Country	Postcode		Product	Date	Time	Features
2L	GB	NG117QZ	+	01	00	0	007

Example shipment to postcode "NG11 7QZ" on the "XPECT SATURDAY NON POD" Service.

DI	Country	Postcode		Product	Date	Time	Features
2L	GB	NG117QZ	+	01	50	3	027

Example shipment to postcode "10117" in Germany on the "YODEL WORLD PARCEL" Service.

DI	Country	Postcode		Product	Date	Time	Features
2L	DE	10117	+	01	00	0	062

6.2.2 Postcode Structure

The UK postcode structure has to be converted, to produce postcodes without spaces, dashes or other symbols, to use in the routing barcode.

For Example:

COUNTRY	STRUCTURE	CONVERSION		
GB	XXXx 9XX	XXXx9XX		



7 COLLECT+ STORE LOCATOR SERVICE

In order to produce a Collect+ shipment a certain level of detail is required on the location where the item is to be collected from by the customer. This will require a level of integration at the Shopping Cart to capture the location of the Customer and to offer several Store locations convenient to their location.

This is achieved via the Collect+ Store Locator API which will return all the details to allow you to complete your Collect+ shipment. The API can be accessed via XML or an URL using the following inputs

- Post Code
- PayPoint Site Number
- Store Code (Sometimes known as HDN Code)
- Latitude and Longitude

Note: Stores in the Collect+ partnership are dynamic and can join or leave the process without notice. Therefore, it is vital that a look up is performed on every parcel and re-queried should an order be delayed, for example when fulfilling a back order to see if the store is still available.

The Collect+ Store Locator API should always be accessed using the link provided because the endpoint IP address for the service is subject to change without notification. If it's not possible to use the link from your environment, please inform Yodel so we can discuss options.

The WDSL file from which this service is to be generated can be found at:

https://www.collectplus.co.uk/api/v1/agentlocator/default/AgentLocatorWSDL

The API can be accessed from a Unix command line using utilities such as curl, the following example being run on Mac OSX and having the relevant parameters substituted for the appropriate values:

```
curl -X POST -k -H 'Content-type: text/xml' -d @- 'https://www.collectplus.co.uk/api/v1/agentlocator/default/AgentLocator' < parcels.xml
```

No credentials are required to use the Store Locator API.



7.1.1 Using URL Parameters

Resources can also be accessed via GET requests, such as:

https://www.collectplus.co.uk/api/v1/agentlocator/default/AgentLocator.json?searchCriteria=SC&searchType=ST&maxRecords=999

Where:

- searchCriteria is the value you wish to search for
- searchType is the type of search required
 - i. 0: (Default) Smart Search; attempts to automatically match the searchCriteria input as a type 1,2,5,9 or 10 in that order.
 - ii. 1: PayPoint Site Number
 - iii. 2: Post Code
 - iv. 5: Store or HDN Code
 - v. 9: Latitude/Longitude Pairing
 - vi. 10: Location value
- maxRecords is the number of records to be returned (minimum value = 1, maximum value = 100)

Example URL methods:

https://www.collectplus.co.uk/api/v1/agentlocator/default/AgentLocator.json?searchCriteria=**52900**&searchType=**1**&maxRecords=**1**

https://www.collectplus.co.uk/api/v1/agentlocator/default/AgentLocator.json?searchCriteria=**WD171HP**&searchType =2&maxRecords=100

https://www.collectplus.co.uk/api/v1/agentlocator/default/AgentLocator.json?searchCriteria=**Y4TG**&searchType=**5**& maxRecords=**1**

 $https://www.collectplus.co.uk/api/v1/agentlocator/default/AgentLocator.json?searchCriteria = {\bf 51.659795, -0.397005} \\ \& searchType = {\bf 9} \\ \& maxRecords = {\bf 50} \\$

https://www.collectplus.co.uk/api/v1/agentlocator/default/AgentLocator.json?searchCriteria=49 CLARENDON ROAD, WATFORD&searchType=10&maxRecords=50

The format (json or xml) can be ascertained not just from HTTP accept headers but also by specifically overriding with the following:

https://www.collectplus.co.uk/api/v1/agentlocator/default/AgentLocator?format=json https://www.collectplus.co.uk/api/v1/agentlocator/default/AgentLocator.json

Where acceptable values are

- json
- xml
- default Ruby on Rails request formats



7.1.2Example SOAP Response

```
HTTP/1.1 200 OK
Content-Type: application/soap+xml; charset=utf-8
Content-Length: length
<?xml version="1.0" encoding="UTF-8"?>
<soap12:Envelope xmlns:soap12="http://www.w3.org/2003/05/soap-envelope"</pre>
xmlns:xsd="http://www.w3.org/2001/XMLSchema"
xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance">
   <soap12:Body>
      <GetNearestAgentsType1Response xmlns="http://paypoint.co.uk/">
        <GetNearestAgentsType1Result>
           <Agents>
              <Agent>
                 <SiteNumber>52900</SiteNumber>
                 <SiteName>Queens Road Newsagents
                 <DCLSiteName>DCL[52900]Queens Road Newsagents/DCLSiteName>
                 <Address>89 Queens Road</Address>
                 <City>Watford</City>
                 <County>Hertfordshire</County>
                 <Postcode>WD17 20N</Postcode>
                 <MondayOpen>0530</MondayOpen>
                 <MondayClose>2000</MondayClose>
                 <TuesdayOpen>0530</TuesdayOpen>
                 <TuesdayClose>2000</TuesdayClose>
                 <WednesdayOpen>0530</WednesdayOpen>
                 <WednesdayClose>2000</WednesdayClose>
                 <ThursdayOpen>0530</ThursdayOpen>
                 <ThursdayClose>2000</ThursdayClose>
                 <FridayOpen>0530</FridayOpen>
                 <FridayClose>2000
                 <SaturdayOpen>0530</SaturdayOpen>
                 <SaturdayClose>2000</SaturdayClose>
                 <SundayOpen>0630</SundayOpen>
                 <SundayClose>1500</SundayClose>
                 <Meters>706.80</Meters>
                 <Miles>0.44</Miles>
                 <DisabledAccessCode>Good/DisabledAccessCode>
                 <HDNCode>Y4TG
                 <GridX>511318</GridX>
                 <GridY>196686</GridY>
                 <Lat>51.6575</Lat>
                 <Long>-0.392565</Long>
                 <LocationType>store
              </Agent>
```



Example SOAP Response Cont....

```
<Agent>
         <SiteNumber>50727</SiteNumber>
         <SiteName>Corner Shop</SiteName>
         <DCLSiteName>DCL[50727]Corner Shop</DCLSiteName>
         <Address>74 Market Street</Address>
         <City>Watford</City>
         <County>Hertfordshire</County>
         <Postcode>WD18 0PX</Postcode>
         <MondayOpen>0600</MondayOpen>
         <MondayClose>2300</MondayClose>
         <TuesdayOpen>0600</TuesdayOpen>
         <TuesdayClose>2300</TuesdayClose>
         <WednesdayOpen>0600</WednesdayOpen>
         <WednesdayClose>2300</WednesdayClose>
         <ThursdayOpen>0600</ThursdayOpen>
         <ThursdayClose>2300</ThursdayClose>
         <FridayOpen>0600</FridayOpen>
         <FridayClose>2300</FridayClose>
         <SaturdayOpen>0600</SaturdayOpen>
         <SaturdayClose>2300</SaturdayClose>
         <SundayOpen>0600</SundayOpen>
         <SundayClose>2300</SundayClose>
         <Meters>1046.48</Meters>
         <Miles>0.65</Miles>
         <DisabledAccessCode>Good/DisabledAccessCode>
         <HDNCode>Y353
         <GridX>510730</GridX>
         <GridY>196221</GridY>
         <Lat>51.6539</Lat>
         <Long>-0.400354</Long>
         <LocationType>store
     </Agent>
   </Agents>
   <ReturnCode>0</ReturnCode>
   <ReturnMessage>Successful Query</ReturnMessage>
   <TotalRecords>2</TotalRecords>
</GetNearestAgentsType1Result>
```



7.1.3 Example Json Response

```
curl -X GET -k -H 'Accept: application/json'
https://www.collectplus.co.uk/api/v1/agentlocator/default/AgentLocator?searchCriteria=LE675
DN&searchType=2&maxRe cords=1'
   "agents": [
         "site number": "17145",
         "site name": "Co-op Whitwick",
         "dcl site name": "DCL[17145]Co-op Whitwick",
         "address": "Market Place Whitwick",
         "city": "Coalville",
         "county": "Leicestershire",
         "postcode": "LE67 5DT",
         "monday open": "0700",
         "monday close": "2200",
         "tuesday open": "0700",
         "tuesday close": "2200",
         "wednesday_open": "0700",
         "wednesday close": "2200",
         "thursday open": "0700",
         "thursday_close": "2200",
         "friday open": "0700",
         "friday close": "2200",
         "saturday open": "0700",
         "saturday_close": "2200",
         "sunday open": "0700",
         "sunday close": "2200",
         "meters": 324.74872,
         "miles": 0.20183265,
         "disabled access code": "Reasonable",
         "hdn code": "WD89",
         "grid x": 443650,
         "grid y": 316050,
         "lat": "52.74075",
         "long": "-1.35555",
         "location type": "store"
  ],
   "return code": 0,
  "return_message": "Successful Query",
  "total records": 1,
   "lat": 52.740257,
   "long": -1.3602982
```



7.1.4 Return Codes

The following codes are returned, numbers less than 100 indicate a successful search where some manipulation of the search criteria may have been done to return results. Numbers greater than 100 indicate a failure to be able to search based on the input parameters. A result set will never be returned in this case.

- 0: Successful Query.
- 100: Invalid Search String Length. Search string must be at least 2 characters
- 103: PP Site Number not found
- 104: HDN Code not found
- 105: Invalid Postcode District.
- 200: We don't service this location

Please note:

Opening and closing times are in 24hr format.

A Collect+ point that is open 24hrs a day is shown with an opening time of '0000' and a closing time of '2359'.

A Collect+ point that is closed on any given day is shown with an opening time of '0001' and a closing time of '0002'.

'LocationType' shows the type of Collect+ location and will currently always have a value of "store".

Lat and Long are the parameters passed into the query i.e. My Location.

Always re-query when fulfilling a back order to make sure the store is still available.



8 CLIENT DATA

Each Client shipping with Yodel via a Link system has a set of data unique to the shipper and in some cases may have multiple shipper details, each deployment of a link shipping tool is allocated a unique reference called a meter number, against the meter number is the licence plate number range and there is a one to one relationship between the two. Below the meter number there will be at least one account, contract, schedule number and the shipper's physical address, Link systems servicing multiple clients must store a meter number and parcel range for each client.

For example: a link system could have the following set up

Meter Number & Licence Plate Details

Meter Number: 34001

Licence Plate Start: JJD0002234001100001

Licence Plate End: JJD0002234001100100

Account & Contract Details

Contract Number: 11111116

Account Number: 015175608

Despatch Address 1

Schedule Number: 0001

Collection Address: ACME Limited, Keith House, North Hyde Road, Hayes, Middlesex, UB3 4PU

Despatch Address 2

Schedule Number: 0002

Collection Address: ACME Limited, The Locks, Belton Road West Extension, Loughborough, Leicestershire, LE11 5XH

8.1 CREATING LICENCE PLATE NUMBERS

In order to ensure that the Licence Plate Numbers (LPN) are unique we will issue ranges of numbers to be used in generating these identifiers. An integrated system must not create numbers outside of these ranges nor may it create duplicate numbers, a new range will be allocated one the range has been used up, please make sure you have business process in place to make sure you do not run out of numbers.

After the initial go-live, a unique LPN should be issued from the beginning of the range, incrementing by 1 for each item. When the upper limit of the range is reached, the next LPN range should be applied and numbering to restart from the beginning of the new designated range.

Please note: there is to be no re-cycling the ranges.



8.2 LICENCE PLATE NUMBERS RANGE

We will supply an 11-digit pool number range so that the integrated system can create the 18 character (19 character with leading identifier) Licence Plate Barcode identifier as well as the eye-readable version.

Example number range allocation:

98765000001 to 98765999999

8.3 LICENCE PLATE IDENTIFIER

The Licence Plate Barcode identifier is made up from a static prefix of eight alphanumeric characters, which will be: JJD00022 for UK clients followed by the pool number.

8.3.1 Licence Plate Barcode Value

Example Licence Plate Barcode for pool number 98765000001:

JJD0002298765000001

8.3.2 Eye-readable Licence Plate Value

The eye-readable number including spacing would be:

(J)JD00 022 987 6500 0001

- Only the eye-readable Licence Plate should include the brackets around the leading "J".
- The following example shows the relevant positioning of spacing (\lozenge) that should be applied to the eye-readable Licence Plate

(J)JD00002201230123401234



9 PRE-ADVICE NOTIFICATION FILE (PAN)

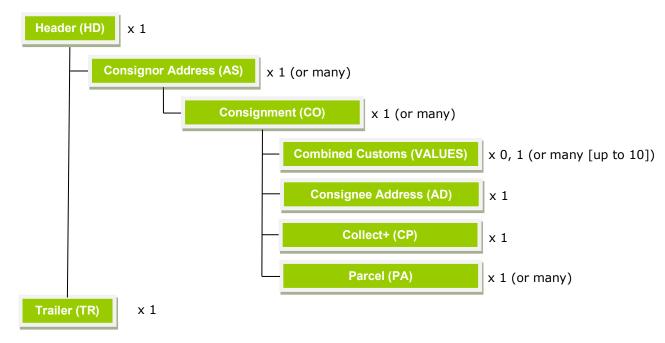
This section describes the file definitions required to pass collection data via SFTP. An interface file must be created as an ASCII file with no field delimiters and <CR> & <LF> as the record delimiter.

9.1.1 Packing & Justifications for Char & Integer Fields

- Char fields should be left justified and space filled to the end of the field and in UPPERCASE at all times.
- Integer fields should be right justified and zero padded from the start of the field.

9.2 PRE-ADVICE FILE STRUCTURE

The record layout for this file is supplied separately but briefly, each file will consist of:



9.3 FILE NAMING CONVENTION FOR TRANSMISSION INTERFACE FILE

The file name will be structured: 'XXX99999.123'.

Network	XXX	99999	123	Example
Domestic / International & Collect+	UKD	Meter number as provided by the carrier	Sequential Run Number	UKD54321.098

The Sequential "Run Number" is employed to ensure correct data communications, the run number is the last 3 digits of the run number field 1.4 in the 'HD' record.

The validation on the files will fail if the sequential run number is not found to be one higher than the last file sent. One or more files may be sent each day, but each file <u>MUST</u> have a unique run number.



9.4 EXTRA DETAILS WHEN USING THE INTERFACE FILE

- Domestic & International services must be manifested into separate PAN files, using the appropriate file naming convention, mentioned in the previous section.
- All fields are in UPPER CASE
- The file has fixed length records, with DOS line endings. In the case where a customer's application is unable to print trailing spaces at the end of a line then record width + 1 should be a comma ",".
- MOC denotes a Mandatory, Optional or Conditional field, all optional or conditional fields that are not used must be filled to the correct field width with spaces or zeros as applicable.
- Files containing 0 'zero' shipments i.e. Header & Trailer records only are not permitted.
- Run number integrity must be maintained at all times and the carrier should be informed of Link system issues that have produced a gap in the run number sequence.
- All Interface files need to be received before the items shipped arrive at the collecting Service Centre.
- All items will be billed at the service level declared in the file.
- Only one instance of any shipment should be declared in a file.

9.5 COMMON FILE ERRORS

Listed below are some the common errors to avoid when creating the file;

- Header and Trailer record count do not match each other or the number of lines in the file
- Not sending a new 'AS' record after 999 consignments in the UKD file or when the Contract Number is changed in the
 Consignment record from one record to the next.
- Item numbers in the 'PA' records not in ascending order and not in the range given in the 'CO' record

10 PRE-ADVICE FILE LAYOUT

10.1 HEADER RECORD

Mandatory record

REF.	NAME	TYPE	SIZE	DESCRIPTION	мос
1.1	RECORD_TYPE	CHAR	2	'HD' - Mandatory Value	M
1.2	METER_NO	CHAR	5	Meter Number – Mandatory Value	M
1.3	FILE_DATE	CHAR	10	Format DD/MM/CCYY – Mandatory Value	M
1.4	RUN_NUMBER	INTEGER	6	Sequential file number – Mandatory Value	M
1.5	NO_RECORDS	INTEGER	8	Total record count, including Header & Trailer records – Mandatory Value	M
1.6	LAYOUT_VERSION	INTEGER	6	'000002' - Mandatory Value	M
1.7	GAZ_VERSION	INTEGER	6	Mandatory Value of current domestic gazetteer from 'VERSION.999' file. – Mandatory Value	M



10.2 SENDER ADDRESS RECORD

Mandatory record

Please Note:

- Field 2.10 'POSTCODE' must match the postcode setup on our systems for the contracted schedule number specified in the 'CO' record at field 3.4 'SCHED_NO. Otherwise your shipment may be charged as an 'away collection'
- Changes to any of the 'CO' record fields 3.2 'ACNT_NO', 3.3 'CONT_NO' or 3.4 'SCHED_NO' from the last 'CO' record require that a new 'AS' record be inserted before the new 'CO' record. The field 3.6 'NOTE_NO' in the 'CO' record should also be reset to "001" at this point.

REF.	NAME	TYPE	SIZE	DESCRIPTION	мос
2.1	RECORD_TYPE	CHAR	2	'AS' – Mandatory Value	M
2.2	COUNTRY_CODE	CHAR	3	'GB' – Mandatory Value	M
2.3	SERVICE CENTRE_CODE (OPUNIT)	CHAR	6	Space Fill	С
2.4	ORG_NAME	CHAR	35	Company Name - Mandatory Value	M
2.5	DEPT_NAME	CHAR	35	Department Name	0
2.6	ADDR_LINE1	CHAR	35	Street Level Detail – Mandatory Value	М
2.7	ADDR_LINE2	CHAR	35	Additional Street Level Detail	0
2.8	TOWN	CHAR	35	Town / City - Mandatory Value	M
2.9	COUNTY	CHAR	35	County / State	0
2.10	POSTCODE	CHAR	9	Full valid UK postcode, observing proper formatting – Mandatory Value	М
2.11	CNCT_TITLE	CHAR	8	Contact Title	0
2.12	CNCT_INITS	CHAR	12	Contact Initials	0
2.13	CNCT_SNAME	CHAR	35	Contact Surname	0
2.14	CNCT_JOBTL	CHAR	35	Contact Job Title	0
2.15	CNCT_TEL	CHAR	25	Contact Tel Number	0
2.16	CNCT_FAX	CHAR	25	Contact Fax Number	0
2.17	CNCT_VAT	CHAR	17	Space Fill	0
2.18	CNCT_E_MAIL	CHAR	40	Contact Email Address	0
2.19	ACNT_IN_PARTNER	CHAR	17	Space Fill	0
2.20	EUROEXPRESS_ACNT	CHAR	17	Space Fill	0



10.3 CONSIGNMENT RECORD

Mandatory record

Functions as a manifest record for normal UK domestic services where a maximum of 999 consignments can appear on the same manifest.

Please Note:

- With Domestic shipping an incrementing number is sent in the 'CO' record in field 3.6 'NOTE_NO' starting at '001', once this number has reached '999' a new 'AS' record must be sent or a new file created and the note number reset to '001'. This Note Number is used as a key reference for other records for example 'PA' records.
- The client can enter their own shipment reference for each consignment in the 'CO' record in field 3.18 'CONSIGNOR_REF'.

 This reference can then be used for web tracking and will also appear on the invoice against the shipment.
- CO Fields 3.3 'CONT_NO' & 3.4 'SCHED_NO' have to match the details sent in the AS record.
- CO Fields 3.8 / 3.9 These two fields should have the last twelve characters of the respective first and last Licence Plate Numbers of the consignment range.
- The field 3.14 'CONS_WGT' is mandatory when using the 'MINI 48 NON-POD 2CMN' Service, when shipping Internationally or to the Channel Isles using:

YODEL CI 48 POD – 1CEP
YODEL CI 48 NON POD – 1CEN
YODEL CI 72 POD – 1CSP
YODEL CI 72 NON POD – 1CSV
YODEL WORLD PACKET – EPS
YODEL WORLD PARCEL – EPL

The declared value must be equal to or greater than the sum of values declared in the 6.5 'PARCEL_WGT' field of all associated 'PA' records for the consignment.



REF.	NAME	TYPE	SIZE	DESCRIPTION	
3.1	REC_TYPE	CHAR	2	'CO' - Mandatory Value	М
3.2	ACNT_NO	CHAR	9	Account Number - Mandatory Value	М
3.3	CONT_NO	INTEGER	7	Contract Number – Mandatory Value	М
3.4	SCHED_NO	INTEGER	4	Contracted Schedule Number – Mandatory Value	М
3.5	MANIFEST_NO	INTEGER	10	Space Fill	С
3.6	NOTE_NO	INTEGER	3	Numeric value starting at '001' incrementing by 1 for every consignment up to '999' where a new 'AS' record must be inserted – Mandatory Value	
3.7	COLL_DATE	DATE	10	Collection Date 'DD/MM/CCYY' - Mandatory Value	М
3.8	START_LPN	CHAR	12	Last 12 digits of First License Plate Number in the consignment – Mandatory Value	
3.9	END_LPN	CHAR	12	Last 12 digits of Last License Plate Number in the consignment – Mandatory Value	M
3.10	NO_PARCELS	INTEGER	6	6 '000009' format; Note: All 'BT' postcodes, ROI, Channel Isles and Rest of the World shipments only support single piece (000001) consignments – Mandatory Value	
3.11	NO_PALLETS	INTEGER	3	3 '000' – Zero Fill – Mandatory Value	
3.12	SVCE_OPTION	CHAR	1	1 'C' - Mandatory Value	
3.13	NO_CONS	CHAR	4	'0001' - Mandatory Value	M
3.14	CONS_WGT	FLOAT	7	 '9999.99' format in Kg. Required when using 'MINI 48 NON-POD 2CMN' service and shipping to the Channel Isles or Internationally. 	
3.15	CONS_LEN	INTEGER	4	'9999' format in mm for International.	С
				Space Fill for Domestic.	
3.16	CONS_WIDTH	INTEGER	4	'9999' format in mm for International.	С
				Space Fill for Domestic.	
3.17	CONS_HGT	INTEGER	4	'9999' format in mm for International. Space Fill for Domestic.	С
3.18	CONSIGNOR REF	CHAR	35		
3.19	COST CENTRE	CHAR	5		
	CONSIGNEE_REF	CHAR	35	Recipient's Reference	0
3.21	MANIFEST_TYPE	CHAR	8	'FTP' - Mandatory Value	М
	VOLUME	FLOAT	7	Space Fill	0
3.23	NETT_WEIGHT	FLOAT	7	Space Fill	0
3.24	NO_UNITS	INTEGER	6	Sum of 3.10 and 3.11	М



CONSIGNMENT RECORD Cont...

REF.	NAME	TYPE	SIZE	DESCRIPTION	мос
3.25	SERVICE	CHAR	4	Obtain from 'Service Code' field in the Service Table 4.2.4	М
3.26	PAYMENT_TYPE	CHAR	1	Space Fill	0
3.27	REFRIGERATED	CHAR	1	Space Fill	0
3.28	HAZARDOUS	CHAR	1	Space Fill	0
3.29	CONTENTS	CHAR	70	Consignment Contents	С

10.4 COMBINED CUSTOMS RECORD

Conditional record for NI, CI and Rest of the World

Provides the required customs information when shipping to destinations outside of the UK and for shipments to the Channel Islands and N. Ireland.

Please Note:

This record is required when shipping to Northern Ireland (i.e. all destinations with a postcode starting 'BT'), the Channel Island or when shipping to International destinations on the following services: YODEL CI 48 POD – 1CEP, YODEL CI 48 NON POD – 1CEN, YODEL CI 72 POD – 1CSP, YODEL CI 72 NON POD – 1CSV, YODEL WORLD PACKET – EPS, YODEL WORLD PACKET – EPS, YODEL WORLD PACKET – EPL and when shipping to Northern Ireland on a domestic services. The Combined Customs Record must be sent for each set of items in the parcel, for example Pens and Paper will require two Combined Customs records to be sent in the PAN file.

- '4.6 QUANTITY_OF_GOODS' value must be declared. Zero or null values are not accepted
- **'4.7 GOODS_DESCRIPTION'** value must be declared accurately. E.g. "Mobile Phone", "Alcohol", "Pet Food". Generic descriptions, such as: "Household Goods", "Goods", "Gifts", "Item 1", "Product A", etc... are not accepted.
- '4.8 GOODS VAL' value must be declared. Zero or null values are not accepted.
- '4.20 DDU_DDP' Yodel only offers DDU (Delivery Duty Unpaid) on the packet service, anything other than
 packets must be treated as DDP (Delivery Duty Paid) and the client must collect the duty payable in the
 destination country at the time of taking the order. Yodel will arrange payment of any duties on behalf of the
 client and invoice the duty back to the client.
- '4.21 HARMONISED_CODE' is the Harmonized Commodity Code sometimes referred to as HS Codes (or HTS Codes), also known as the Harmonized Commodity Description and Coding System, or simply the Harmonised System, these are a standardised international system to classify globally traded products for duty required.
- '4.30 CARRIAGE_VALUE' must be declared. Zero or null values are not accepted. If offering free delivery to
 clients, please speak to your Yodel Account Manager to arrange for this to be correctly presented on the Customs
 Manifest.
- '4.32 EXPORT_REASON' The reason for the export must declared as the following:
 - Sales Applies to anything you have sold.
 - **Gift** Birthday, anniversary or other occasion, bought and sent between individuals (not companies) & intended for personal use, items sold as gifts needs to be declared as Sales.
 - Sample Small quantities as an item that can only be used as a demonstration of goods in soliciting orders for the types of goods, they represent from potential customers of that product
 - Personal Items that have been in a person's possession for at least 6 months



- '4.33 EORI_NUM' If your Reason for Export is 'Sales' and you are shipping to one of the countries listed in the
 EORI gazetteer file you must supply your Economic Operators Registration and Identification number (EORI)
 number. Yodel recommend you supply your EORI number for all shipments.
- '4.34 CO_MANUFACTURE' The ISO 3166-1 alpha-3 code for the country of manufacture

REF.	NAME	TYPE	SIZE	DESCRIPTION	мос
4.1	REC_TYPE	CHAR	6	'VALUES' - Mandatory Value	М
4.2	FEATURE_CODE	CHAR	10	Space Fill	0
4.3	FEATURE_TEXT	CHAR	50	Space Fill	С
4.4	INSURE_VALUE	FLOAT	8	Space Fill	0
4.5	INSURE_CUR	CHAR	3	Space Fill	С
4.6	QUANTITY_OF_GOODS	INT	3	Quantity of each type of item in GOODS_DESCRIPTION – Mandatory Value	M
4.7	GOODS_DESCRIPTION	CHAR	50	Used to describe the contents of each set of items – Mandatory Value for CI, NI and ROW	М
4.8	GOODS_VAL	FLOAT	8	'99999.99' format - Mandatory Value	М
4.9	GOODS_CUR	CHAR	3	e.g. 'GBP' – Mandatory Value	M
4.10	COD_VALUE	FLOAT	8	Space Fill	0
4.11	COD_CUR	CHAR	3	Space Fill	0
4.12	COD_METHOD	INT	10	Space Fill	0
4.13	EXW_VALUE	FLOAT	8	Space Fill	0
4.14	EXW_CUR	CHAR	3	Space Fill	0
4.15	EXW_ACNT	CHAR	10	Space Fill	0
4.16	CUSTOMS_NUM	CHAR	35	Space Fill	0
4.17	CUSTOMS_REF	CHAR	35	Space Fill	0
4.18	CUSTOMS_INV_NO	CHAR	35	Customs Invoice Number	0
4.19	CUSTOMS_INV_DATE	DATE	10	DD/MM/CCYY – required if Customs invoice number is supplied	С
4.20	DDU_DDP	CHAR	3	'DDU' (Delivered Duty Unpaid) only available for Packet shipments (EPS) all other items (EPL) are 'DDP' (Delivered Duty Paid) – Mandatory Value	M
4.21	HARMONISED_CODE	CHAR	10	Harmonized Commodity Code System (HC) – Mandatory Value	M
4.22	SHIPMENT_REF	CHAR	35	Shipment Reference	0
4.23	ROUTE	CHAR	10	Space Fill	0



VALUES RECORD Cont...

REF.	NAME	TYPE	SIZE	DESCRIPTION	МОС
4.24	OUTB_CTRE	CHAR	20	Space Fill	0
4.25	OUTB_ORG_REF	CHAR	10	Space Fill	0
4.26	INB_ORG_REF	CHAR	10	Space Fill	0
4.27	DELIVERY_TERMS	CHAR	10	Required if destination is outside of EU	С
4.28	VAT_DEF_NO	CHAR	17	Space Fill	С
4.29	ADD_INS	CHAR	1	Space Fill	0
4.30	CARRIAGE_VALUE	FLOAT	8	'99999.99' format - Mandatory Value	M
4.31	CARRIAGE_CUR	CHAR	3	e.g. 'GBP' - Mandatory Value	M
4.32	EXPORT_REASON	CHAR	10	Reason for Export – Mandatory Value, permitted values are: • Sales • Gift • Sample • Personal	M
4.33	EORI_NUM	CHAR	14	Senders EORI Number – mandatory for shipments to the countries in the EU when EXPORT_REASON is 'Sales'. Yodel Recommend your EORI is sent for all customsbased shipments regardless of destination	С
4.34	CO_MANUFACTURE	CHAR	3	Country of manufacture ISO 3-digit country code – Mandatory Value	М



10.5 DELIVERY ADDRESS RECORD

Mandatory record

Please Note:

• For Collect+ the address details will be found in the Store Locater service <Highlighted> below.

REF.	NAME	TYPE	SIZE	DESCRIPTION		
				Domestic & International	Collect+	МОС
5.1	RECORD_TYPE	CHAR	2	'AD' - Mandatory Value		M
				'GB' - Mandatory Value for Domest	tic services & Cl.	
5.2	COUNTRY_CODE	CHAR	3	For International services use dest code for example 'IE' for ROI Shipn		M
5.3	SERVICE _CENTRE_CODE	CHAR	6	Space Fill		С
5.4	ORG_NAME	CHAR	35	Company Name	CP3 CUSTOMER_NAME	M
5.5	DEPT_NAME	CHAR	35	Department Name		0
5.6	ADDR_LINE1	CHAR	35	Street Level Detail	<sitename></sitename>	M
5.7	ADDR_LINE2	CHAR	35	Additional Street Level Detail	<address></address>	С
5.8	TOWN	CHAR	35	Town or City	<city></city>	M
5.9	COUNTY	CHAR	35	County / State	<county></county>	0
				Postcode	<postcode></postcode>	
5.10	POSTCODE	CHAR	9	For Domestic services, full valid UK p addresses Eircodes should be used F zip/postcode (where used)		С
5.11	CNCT_TITLE	CHAR	8	Contact Title		С
5.12	CNCT_INITS	CHAR	12	Contact Initials		С
5.13	CNCT_SNAME	CHAR	35	Contact Surname		С
5.14	CNCT_JOBTL	CHAR	35	Contact Job Title		С
5.15	CNCT_TEL	CHAR	25	 Contact Tel Number Mandatory when shipping Interest Should contain a valid mobile service that incorporates SMS 	number if using a Domestic	С
5.16	CNCT_FAX	CHAR	25	Contact Fax Number		0
5.17	CNCT_VAT	CHAR	17	Space Fill		С
5.18	CNCT_E_MAIL	CHAR	40	 Contact Email Address Mandatory for International shi Should contain a valid email as service that incorporates alerts 	ddress if using a Domestic	С
5.19	ACNT_IN_PARTNER	CHAR	17	Space Fill		С
5.20	EUROEXPRESS_ACNT	CHAR	17	Space Fill		С



10.6 COLLECT+ EXTRA DATA RECORD

Mandatory record for Collect+ Services

REF.	NAME	TYPE	SIZE	DESCRIPTION	мос
CP1	RECORD_TYPE	CHAR	2	'CP' - Mandatory Value	M
CP2	STORE_CODE	CHAR	4	<hdncode> from the C+ Store Locator – Mandatory Value</hdncode>	М
CP3	CUSTOMER_NAME	CHAR	50	Full Name of customer who is collecting the item, please do not shorten to Mr James or Mr G. James. This is key for customer ID checks and preventing fraud – Mandatory Value	М
CP4	CUSTOMER_EMAIL	CHAR	150	Email Address of the customer collecting the item – Mandatory Value This will be used to contact the customer to let them know an item is awaiting collection.	M
CP5	CUSTOMER_SMS	CHAR	25	Optional SMS number	0
CP6	CONTACT STRATEGY	CHAR	2	E – Email Only, ES – both Email and SMS - Mandatory Value	М
CP6	BRANDING	CHAR	25	Your company branding for email and SMS messages – Mandatory Value	M

Please Note:

For Collect+ orders the customer contact name, (i.e. the name of the person collecting the parcel) must be declared in both the 5.4 ORG_NAME & CP3 CUSTOMER_NAME fields of the AD and CP records respectively.

10.6.1 E-Mail and UK Mobile Number formats

- CUSTOMER_EMAIL address is mandatory and must be validated as follows:
 - i. Must contain an embedded '@'
 - ii. Must not contain any spaces
 - iii. Must have a recognised suffix such as '.co.uk', '.com', '.net', '.org' and so on
- CUSTOMER_SMS mobile number is optional but If populated, will be validated as follows:
 - i. The number must start with either '07' or '+447'
 - ii. If the number starts '07' it must contain 11 digits, if it starts '+447' it must contain 12 digits (not including spaces or a + sign)
 - iii. Can only contain spaces in the following places: 07890 123 456 or +447890 123 456
 - iv. Can only contain hyphens in the following places: 07890-123-456 or +447890-123-456
 - v. No special characters (apart from '+') or letters are allowed



10.7 PARCEL RECORD

Mandatory record

Please Note:

- All PA records must be sent in ascending Licence Plate Number order
- The Licence Plate numbers in the 'PA' record must be within the range described by the 'CO' record, and the total number of 'PA' records must equal that stated in the consignment field 3.10 'NO_PARCELS'.

REF	NAME	TYPE	SIZE	DESCRIPTION	мос
6.1	REC_TYPE	CHAR	2	'PA' – Mandatory Value	M
6.2	MANIFEST_NO	INTEGER	10	Space Fill	M
6.3	NOTE_NO	INTEGER	3	As per consignment record – Mandatory Value	M
6.4	LICENCE_PLATE_NO	CHAR	35	Licence Plate Number not including the (J) identifier – Mandatory Value	M
6.5	PARCEL_WGT	FLOAT	7	'9999.99' format in Kg . If weights to be declared at parcel level, when using 'MINI 48 NON-POD - 2CMN' service and shipping to the Channel Isles or Internationally. Combined weight of all parcels cannot exceed the weight declared in the Consignment (CO) record.	С
6.6	PARCEL_LEN	INTEGER	4	'9999' format in mm for International. Space Fill for Domestic.	С
6.7	PARCEL_WIDTH	INTEGER	4	'9999' format in mm for International. Space Fill for Domestic.	С
6.8	PARCEL_HGT	INTEGER	4	'9999' format in mm for International. Space Fill for Domestic.	С
6.9	NETT_WEIGHT	INTEGER	7	'9999.99' format in Kg for International. Space Fill for Domestic.	С
6.10	VOLUME	INTEGER	7	'999.999' format in m³ for International. Space Fill for Domestic.	С
6.11	KIND	CHAR	6	'PARCEL' – Mandatory Value	M
6.12	FACT_ID	CHAR	2	'J' – Mandatory Value	С
6.13	IOD_REQUESTED	CHAR	1	Space Fill	0
6.14	EE_IDENT_CODE	CHAR	35	Space Fill	С
6.15	INBOUND_REF	CHAR	35	Space Fill	0
6.16	PARCEL_CONTENT	CHAR	70	Parcel Contents	0



10.8 TRAILER RECORD

Mandatory record

REF.	NAME	TYPE	SIZE	DESCRIPTION	МОС
7.1	REC_TYPE	CHAR	2	'TR' – Mandatory Value	M
7.2	NO_RECORDS	INTEGER	8	Total record count, including Header & Trailer	М
				records - Mandatory Value	

11 EXAMPLE FILES

The example files provided demonstrate a number of different shipping scenarios. These files are supplied in order to provide guidance on the objective record layout within the file for each of the scenarios described.

11.1 DOMESTIC

Meter Number & Licence Plate Details (Used for all example files)

Meter Number:	34001
Licence Plate Start:	JJD0002234001100001
Licence Plate End:	JJD0002234001100100

11.1.1 Single Piece Shipments ('one of ones')

Account & Contract Details

Contract Number:	1111116
Account Number:	015175608

Despatch Details

Schedule Number:	0001
	ACME Limited, Keith House, North Hyde Road, Hayes, Middlesex, UB3 4PU

Key Features:

- Single despatch location.
- One Account & Contract number.
- All shipments have 1 piece.

UKD34001.001 (LEGACY SERVICES)

UKD34001.002 (NEW PROPOSITION SERVICES)



11.1.2 Single Piece & Multi-Piece Shipments ('one of ones' & one of many')

Account & Contract Details

Contract Number: 1111116 Account Number: 015175608

Despatch Details

Schedule Number: 0001

Collection Address: ACME Limited, Keith House, North Hyde Road, Hayes, Middlesex, UB3 4PU

Key Features:

- Single despatch location.
- One Account & Contract number.
- Combination of single and multi-piece shipments.

UKD34001.003 (LEGACY SERVICES)

UKD34001.004 (NEW PROPOSITION SERVICES)

11.1.3 **Multiple Despatch Locations**

Account & Contract Details

Contract Number: 1111116 Account Number: 015175608

Despatch Details 1

Schedule Number: 0001 Collection Address: ACME Limited, Keith House, North Hyde Road, Hayes, Middlesex, UB3 4PU

Despatch Details 2

Schedule Number: 0002 Collection Address: ACME Limited, The Locks, Belton Road West Extension, Loughborough, Leicestershire, LE11 5XH

Key Features:

- Multiple despatch locations.
- One Account & Contract number.
- Combination of single and multi-piece shipments.

UKD34001.005 (LEGACY SERVICES)

UKD34001.006 (NEW PROPOSITION SERVICES)



11.1.4 **Multiple Account & Contract Numbers.**

Account & Contract Details 1

Contract Number: 11111116

015175608 **Account Number:**

Account & Contract Details 2

1111117 **Contract Number:**

014821695 **Account Number:**

Despatch Details 1

Schedule Number: 0001

Collection Address:

ACME Limited, Keith House, North Hyde Road,

Hayes, Middlesex, UB3 4PU

Despatch Details 2

Schedule Number:

0002

Collection Address:

ACME Limited, The Locks, Belton Road West Extension, Loughborough, Leicestershire, LE11 5XH

Key Features:

- Multiple despatch locations.
- Multiple Account & Contract numbers.
- Combination of single and multi-piece shipments.

UKD34001.007 (LEGACY SERVICES)

UKD34001.008 (NEW PROPOSITION SERVICES)

11.1.5 **Authorised Returns**

Account & Contract Details

Contract Number: 1111116

015175608 **Account Number:**

Despatch Details

0001 Schedule Number:

ACME Limited, Keith House, North Hyde Road, **Collection Address:**

Hayes, Middlesex, UB3 4PU

Key Features:

- Single despatch location.
- One Account & Contract number.
- Combination of despatch and return services

UKD34001.009 (LEGACY SERVICES)

UKD34001.010 (NEW PROPOSITION SERVICES)



11.2 INTERNATIONAL

Meter Number & Licence Plate Details (Used for all example files)

Meter Number: 54321

Licence Plate Start: JJD0002254321100001

Licence Plate End: JJD0002254321100100

11.2.1 Single Piece Shipments ('one of ones')

Account & Contract Details

Contract Number: 11111118

Account Number: 015175608

Despatch Details

Schedule Number: 0003

Collection Address: ACME Limited, Keith House, North Hyde Road,

Hayes, Middlesex, UB3 4PU

Key Features:

Single despatch location.

- One Account & Contract number.
- All shipments have 1 piece.

UKD54321.011 (INTERNATIONAL SERVICES)



12 TESTING PROCEDURES

The provision of accurate shipping data in the form of shipping labels, routing information, and related documents by integrated customers is essential to guarantee the efficient movement of your packages. In order to verify that the integrated system you have designed and programmed will produce correct consignment labels and a corresponding valid manifest, we ask that you prepare a sample according to the following procedure.

Please return all the sample output labels for validation, together with the corresponding manifest to your Integrated System Specialist. Assuming there are no errors or problems you will be able to start shipping parcels using the integrated system within a maximum of ten days from receipt of the sample output.

The sample should be prepared using your own genuine address data where possible, but some dummy addresses may have to be added for the purposes of the test.

The provision of accurate and timely PAN data is a key business driver, a minimum quality standard of 98% is required before an integrated system will be allowed to go live. Address validation is to the level specified by the UK Post Office PAF file, if you cannot supply 5 consecutive test PAN files containing valid shipment addresses from your current shipping system prior to going live then you must agree to review and fix PAN file issues post live date.

All test pack outputs must be accompanied with corresponding manifests and transmission files otherwise the test will be deemed void; we will not let any integrated system to go live without a complete end to end test.

12.1 TEST DATA

12.1.1 Domestic Test Data Ranges

Meter Number	34001
Account Number	015175608
Contract Number	1111116
Schedule Number	0004
Licence Plate Start	JJD0002234001100001
Licence Plate End	JJD0002234001100100
First Number to Use	JJD0002234001100080 - to make a wrap round

12.1.1 International Test Data Ranges

Meter Number	54321
Account Number	550123456
Contract Number	1111118
Licence Plate Start	JJD0002254321100001
Licence Plate End	JJD0002254321100100
First Number to Use	JJD0002254321100080 - to make a wrap round



12.2 INTEGRATED SYSTEM TEST PACK

12.2.1 Domestic Test Pack

- 1. Single parcel shipment to each of the following postcodes using any service that the gazetteer identifies as valid. Please also use only services that have been included in your contract agreement.
 - BB10 4NG
 - YO17 7DM
 - BD11 5RU
 - BB11 0WC
 - DN21 2BF
 - DN35 0LD

- EX13 3DF
- HU14 3BA
- BT47 3FG
- PH38 4TG
- PO33 1IL
- KW17 4BR
- 2. A single parcel shipment using any of the 'Saturday' or 'Pre-12' services to all of the following postcodes, which the gazetteer identifies as valid.
 - DG4 1PU
 - EH8 4TT
 - GU25 9RO
 - HS2 3VL

- LA10 5UR
- LL48 2TW
- ME2 2UW
- ML11 8ML
- 3. A Multi-parcel consignment of minimum 5 and maximum 30 parcels to SM4 5HY, using any valid service.
- 4. A Multi-parcel consignment of 15 or more to NG11 8NS that will reach the upper limit of your parcel range and then a Multi-parcel consignment of 15 or more to BT21 5HN. Use any valid service for each of the 2 consignments.
- 5. Ten consecutive single parcel shipments to HP11 2BH on any valid service then delete the consignment. Please send these labels with the test pack, clearly identified as being deleted. NOTE we request that the deletion of parcels is only available at supervisory level.

12.2.2 International Test Pack

- 1. Single parcel shipment to each of the following destination countries and associated postcode, using either International service. Please also use only services that have been included in your contract agreement.
 - Germany 10117
 - France 75007
 - United States DC 20500
 - Italy 56126
 - Russia 103073

12.2.3 Collect+ Test Pack

- 1. Single parcel shipment to a store looked up for each of the following destinations on the C24P or C48P services. Please also use only services that have been included in your contract agreement.
 - B4 3LU
 - AB8 7TX
 - CR5 9VN
 - RH5 6AG

- DT11 8SR
- LE16 9QD
- BT2 2JJ
- TR9 6JT