850 Purchase Order

VERSION: 1.0

Publication Date: **April 17, 2002**
Created: **April 10, 2002**
Modified: **April 15, 2002**

850 Purchase Order

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:

Pos	Id	Segment Name	Req	Max Use	Repeat	Notes	Usage
001	ISA	Interchange Control Header	M	1			Must use
002	GS	Functional Group Header	M	1			Must use
010	ST	Transaction Set Header	M	1			Must use
020	BEG	Beginning Segment for Purchase Order	M	1			Must use
060	PER	Administrative Communications Contact	O	3			Used
130	ITD	Terms of Sale/Deferred Terms of Sale	O	>1			Used
150	DTM	Date/Time Reference	O	10			Used
LOOP ID - N1					**200**		
310	N1	Name	O	1			Must use

Detail:

Pos	Id	Segment Name	Req	Max Use	Repeat	Notes	Usage
LOOP ID - PO1					**100000**		
010	PO1	Baseline Item Data	M	1			Must use

Summary:

Pos	Id	Segment Name	Req	Max Use	Repeat	Notes	Usage
LOOP ID - CTT					**1**		
010	CTT	Transaction Totals	O	1		N3/010	Used
020	AMT	Monetary Amount	O	1		N3/020	Used
030	SE	Transaction Set Trailer	M	1			Must use

Heading:

Pos	Id	Segment Name	Req	Max Use	Repeat	Notes	Usage
031	GE	Functional Group Trailer	M	1			Must use
032	IEA	Interchange Control Trailer	M	1			Must use

Notes:

3/010   The number of line items (CTT01) is the accumulation of the number of PO1 segments. If used, hash total (CTT02) is the sum of the value of quantities ordered (PO102) for each PO1 segment.

3/020   If AMT is used in the summary area, then AMT01 will = TT and AMT02 will indicate total transaction amount as calculated by the sender.

ISA   **Interchange Control Header**

<div style="text-align:right">

Pos: 001   **Max: 1**
Heading - Mandatory
Loop: N/A   **Elements: 16**

</div>

To start and identify an interchange of zero or more functional groups and interchange-related control segments

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ISA01	**I01**	**Authorization Information Qualifier** **Description:** Code to identify the type of information in the Authorization Information	**M**	**ID**	**2/2**	**Must use**

	Code	Name
	00	No Authorization Information Present (No Meaningful Information in I02)

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ISA02	**I02**	**Authorization Information** **Description:** Information used for additional identification or authorization of the interchange sender or the data in the interchange; the type of information is set by the Authorization Information Qualifier (I01)	**M**	**AN**	**10/10**	**Must use**
ISA03	**I03**	**Security Information Qualifier** **Description:** Code to identify the type of information in the Security Information	**M**	**ID**	**2/2**	**Must use**

	Code	Name
	00	No Security Information Present (No Meaningful Information in I04)

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ISA04	**I04**	**Security Information** **Description:** This is used for identifying the security information about the interchange sender or the data in the interchange; the type of information is set by the Security Information Qualifier (I03)	**M**	**AN**	**10/10**	**Must use**
ISA05	**I05**	**Interchange ID Qualifier** **Description:** Qualifier to designate the system/method of code structure used to designate the sender or receiver ID element being qualified	**M**	**ID**	**2/2**	**Must use**

	Code	Name
	01	Duns (Dun & Bradstreet)

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ISA06	**I06**	**Interchange Sender ID** **Description:** Identification code published by the sender for other parties to use as the receiver ID to route data to them; the sender always codes this value in the sender ID element	**M**	**AN**	**15/15**	**Must use**

> **User:** *Test: 172730095*
>
> *Production: 172730095*

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ISA07	**I05**	**Interchange ID Qualifier** **Description:** Qualifier to designate the system/method of code structure used to designate the sender or receiver ID element being qualified	**M**	**ID**	**2/2**	**Must use**

	Code	Name
	01	Duns (Dun & Bradstreet)

Ref	Id	Element Name	Req	Type	Min/Max	Usage
	02	SCAC (Standard Carrier Alpha Code)				
	03	FMC (Federal Maritime Commission)				
	04	IATA (International Air Transport Association)				
	08	UCC EDI Communications ID (Comm ID)				
	09	X.121 (CCITT)				
	10	Department of Defense (DoD) Activity Address Code				
	11	DEA (Drug Enforcement Administration)				
	12	Phone (Telephone Companies)				
	13	UCS Code (The UCS Code is a Code Used for UCS Transmissions; it includes the Area Code and Telephone Number of a Modem; it Does Not Include Punctuation, Blanks or Access Code)				
	14	Duns Plus Suffix				
	15	Petroleum Accountants Society of Canada Company Code				
	16	Duns Number With 4-Character Suffix				
	17	American Bankers Association (ABA) Transit Routing Number (Including Check Digit,9 Digit)				
	18	Association of American Railroads (AAR) Standard Distribution Code				
	19	EDI Council of Australia (EDICA) Communications ID Number (COMM ID)				
	NR	National Retail Merchants Association (NRMA) - Assigned				
	ZZ	Mutually Defined				
ISA08	I07	**Interchange Receiver ID**	M	AN	15/15	Must use

Description: Identification code published by the receiver of the data; When sending, it is used by the sender as their sending ID, thus other parties sending to them will use this as a receiving ID to route data to them

| ISA09 | I08 | **Interchange Date** | M | DT | 6/6 | Must use |

Description: Date of the interchange

| ISA10 | I09 | **Interchange Time** | M | TM | 4/4 | Must use |

Description: Time of the interchange

| ISA11 | I10 | **Interchange Control Standards Identifier** | M | ID | 1/1 | Must use |

Description: Code to identify the agency responsible for the control standard used by the message that is enclosed by the interchange header and trailer

Code	Name
U	U.S. EDI Community of ASC X12,and UCS

| ISA12 | I11 | **Interchange Control Version Number** | M | ID | 5/5 | Must use |

Description: This version number covers the interchange control segments

Code	Name
00401	Draft Standards for Trial Use Approved for Publication by ASC X12 Procedures Review Board through October 1997

| ISA13 | I12 | **Interchange Control Number** | M | N0 | 9/9 | Must use |

Description: A control number assigned by the interchange sender

| ISA14 | I13 | **Acknowledgment Requested** | M | ID | 1/1 | Must use |

Description: Code sent by the sender to request an interchange acknowledgment (TA1)

Code	Name

Ref	Id	Element Name	Req	Type	Min/Max	Usage
	0	No Acknowledgment Requested				
	1	Interchange Acknowledgment Requested				
ISA15	**I14**	**Usage Indicator**	**M**	**ID**	**1/1**	**Must use**

Description: Code to indicate whether data enclosed by this interchange envelope is test, production or information

	Code	**Name**
	P	Production Data
	T	Test Data

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ISA16	**I15**	**Component Element Separator**	**M**		**1/1**	**Must use**

Description: Type is not applicable; the component element separator is a delimiter and not a data element; this field provides the delimiter used to separate component data elements within a composite data structure; this value must be different than the data element separator and the segment terminator

GS   **Functional Group Header**

Pos: 002	**Max: 1**
Heading - Mandatory	
Loop: N/A	**Elements: 8**

To indicate the beginning of a functional group and to provide control information

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
GS01	479	**Functional Identifier Code** **Description:** Code identifying a group of application related transaction sets	M	ID	2/2	Must use

Code	Name
PO	Purchase Order (850)

Ref	Id	Element Name	Req	Type	Min/Max	Usage
GS02	142	**Application Sender's Code** **Description:** Code identifying party sending transmission; codes agreed to by trading partners	M	AN	2/15	Must use

User: *Test ID: 172730095*

Production ID: 172730095

Ref	Id	Element Name	Req	Type	Min/Max	Usage
GS03	124	**Application Receiver's Code** **Description:** Code identifying party receiving transmission. Codes agreed to by trading partners	M	AN	2/15	Must use
GS04	373	**Date** **Description:** Date expressed as CCYYMMDD	M	DT	8/8	Must use
GS05	337	**Time** **Description:** Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	M	TM	4/8	Must use
GS06	28	**Group Control Number** **Description:** Assigned number originated and maintained by the sender	M	N0	1/9	Must use
GS07	455	**Responsible Agency Code** **Description:** Code used in conjunction with Data Element 480 to identify the issuer of the standard	M	ID	1/2	Must use

Code	Name
X	Accredited Standards Committee X12

Ref	Id	Element Name	Req	Type	Min/Max	Usage
GS08	480	**Version / Release / Industry Identifier Code** **Description:** Code indicating the version, release, sub release, and industry identifier of the EDI standard being used, including the GS and GE segments; if code in DE455 in GS segment is X, then in DE 480 positions 1-3 are the version number; positions 4-6 are the release and sub release, level of the version; and positions 7-12 are the industry or trade association identifiers (optionally assigned by user); if code in DE455 in GS segment is T, then other formats are allowed	M	AN	1/12	Must use

Code	Name

004010   Draft Standards Approved for Publication by ASC X12
Procedures Review Board through October 1997

Comments:

1. A functional group of related transaction sets, within the scope of X12 standards, consists of a collection of similar transaction sets enclosed by a functional group header and a functional group trailer.

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

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ST01	143	**Transaction Set Identifier Code**	M	ID	3/3	**Must use**
		Description: Code uniquely identifying a Transaction Set				

Code	Name
850	Purchase Order

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ST02	329	**Transaction Set Control Number**	M	AN	4/9	**Must use**
		Description: Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set				

Comments:

Example: ST*850*60001

BEG　Beginning Segment for Purchase Order

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

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BEG01	**353**	**Transaction Set Purpose Code**	**M**	**ID**	**2/2**	**Must use**
		Description: Code identifying purpose of transaction set				

	Code	Name
	00	Original

BEG02	**92**	**Purchase Order Type Code**	**M**	**ID**	**2/2**	**Must use**
		Description: Code specifying the type of Purchase Order				

	Code	Name
	NE	New Order

BEG03	**324**	**Purchase Order Number**	**M**	**AN**	**1/22**	**Must use**
		Description: Identifying number for Purchase Order assigned by the orderer/purchaser				
BEG05	**373**	**Date**	**M**	**DT**	**8/8**	**Must use**
		Description: Date expressed as CCYYMMDD				

Comments:

Example: BEG*00*NE*174000*20020307

PER Administrative Communications Contact

Pos: 060	**Max: 3**
Heading - Optional	
Loop: N/A	**Elements: 4**

To identify a person or office to whom administrative communications should be directed

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER01	**366**	**Contact Function Code**	**M**	**ID**	**2/2**	**Used**

Description: Code identifying the major duty or responsibility of the person or group named

Code	Name
BD	Buyer Name or Department
RE	Receiving Contact

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER02	**93**	**Name**	**O**	**AN**	**1/60**	**Used**

Description: Free-form name

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER03	**365**	**Communication Number Qualifier**	**C**	**ID**	**2/2**	**Used**

Description: Code identifying the type of communication number

Code	Name
TE	Telephone

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER04	**364**	**Communication Number**	**C**	**AN**	**1/80**	**Used**

Description: Complete communications number including country or area code when applicable

Comments:

Example: PER*BD*JOHN DOE*TE*212-555-1234

ITD   **Terms of Sale/Deferred Terms of Sale**

Pos: 130	Max: >1
Heading - Optional	
Loop: N/A	Elements: 4

To specify terms of sale

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ITD01	**336**	**Terms Type Code**	**O**	**ID**	**2/2**	**Used**
		Description: Code identifying type of payment terms				

	Code	Name
	14	Previously agreed upon

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ITD02	**333**	**Terms Basis Date Code**	**O**	**ID**	**1/2**	**Used**
		Description: Code identifying the beginning of the terms period				

	Code	Name
	ZZ	Mutually Defined

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ITD07	**386**	**Terms Net Days**	**O**	**N0**	**1/3**	**Used**
		Description: Number of days until total invoice amount is due (discount not applicable)				
ITD12	**352**	**Description**	**O**	**AN**	**1/80**	**Used**
		Description: A free-form description to clarify the related data elements and their content				

Comments:

Example: ITD*14*ZZ*30*NET30

User:

In this header position of the Purchase Order document, this segment is used to specify payment terms. The contract terms and conditions should not be changed without prior trading partner agreements that the other partner allows such overrides. There should be only one set of terms and conditions per order.
ITD Terms of Sale is based solely on Dealer or Distribution Agreement as applicable.

DTM　**Date/Time Reference**

To specify pertinent dates and times

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
DTM01	**374**	**Date/Time Qualifier**	**M**	**ID**	**3/3**	**Must use**

Description: Code specifying type of date or time, or both date and time

Code	Name
002	Delivery Requested
175	Cancel if not shipped by

Ref	Id	Element Name	Req	Type	Min/Max	Usage
DTM02	**373**	**Date**	**C**	**DT**	**8/8**	**Must use**

Description: Date expressed as CCYYMMDD

Comments:

Example: DTM*002*20020307

N1   **Name**

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

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

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N101	**98**	**Entity Identifier Code**	**M**	**ID**	**2/3**	**Used**

Description: Code identifying an organizational entity, a physical location, property or an individual

Code	Name
BT	Bill-to-Party
ST	Ship To

N102	**93**	**Name**	**C**	**AN**	**1/60**	**Used**

Description: Free-form name

N103	**66**	**Identification Code Qualifier**	**C**	**ID**	**1/2**	**Used**

Description: Code designating the system/method of code structure used for Identification Code (67)

Code	Name
ZZ	Mutually Defined

N104	**67**	**Identification Code**	**C**	**AN**	**2/80**	**Used**

Description: Code identifying a party or other code

Comments:

Example: N1*ST*ELECTRONIC STORE*ZZ*M0

PO1   **Baseline Item Data**

Pos: 010   **Max: 1**
Detail - Mandatory
Loop: PO1   **Elements: 6**

To specify basic and most frequently used line item data

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PO101	**350**	**Assigned Identification**	**O**	**AN**	**1/20**	**Used**
		Description: Alphanumeric characters assigned for differentiation within a transaction set				
PO102	**330**	**Quantity Ordered**	**C**	**R**	**1/15**	**Used**
		Description: Quantity ordered				
PO103	**355**	**Unit or Basis for Measurement Code**	**O**	**ID**	**2/2**	**Used**
		Description: Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken				

Code	Name
EA	Each

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PO104	**212**	**Unit Price**	**C**	**R**	**1/17**	**Used**
		Description: Price per unit of product, service, commodity, etc.				
PO106	**235**	**Product/Service ID Qualifier**	**C**	**ID**	**2/2**	**Used**
		Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234)				

Code	Name
UI	U.P.C. Consumer Package Code (1-5-5)
IN	Buyer's Item Number

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PO107	**234**	**Product/Service ID**	**C**	**AN**	**1/48**	**Used**
		Description: Identifying number for a product or service				

Comments:

1. PO101 is the line item identification.
2. PO102 is required.
3. Example: PO1*1*20*EA*320.00*UI*123456789123*IN*F45 555ACG1

CTT   **Transaction Totals**

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

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
CTT01	354	**Number of Line Items**	M	N0	1/6	**Must use**
		Description: Total number of line items in the transaction set				
CTT02	347	**Hash Total**	O	R	1/10	Used
		Description: Sum of values of the specified data element. All values in the data element will be summed without regard to decimal points (explicit or implicit) or signs. Truncation will occur on the left most digits if the sum is greater than the maximum size of the hash total of the data element. Example:-.0018 First occurrence of value being hashed..18 Second occurrence of value being hashed.1.8 Third occurrence of value beinghashed.18.01 Fourth occurrence of value being hashed.---------1855 Hash total prior to truncation.855 Hash total after truncation to three-digit field.				

Comments:

1. This segment is intended to provide hash totals to validate transaction completeness and correctness.

AMT Monetary Amount

To indicate the total monetary amount

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
AMT01	522	Amount Qualifier Code	M	ID	1/3	Must use
		Description: Code to qualify amount				

Code	Name
TT	Total Transaction Amount

Ref	Id	Element Name	Req	Type	Min/Max	Usage
AMT02	782	Monetary Amount	M	R	1/18	Must use
		Description: Monetary amount`				

SE   Transaction Set Trailer

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

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
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	**Must use**
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	**Must use**

Comments:

1. SE is the last segment of each transaction set.

GE **Functional Group Trailer**

Pos: 031   Max: 1
Heading - Mandatory
Loop: N/A   Elements: 2

To indicate the end of a functional group and to provide control information

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
GE01	97	**Number of Transaction Sets Included**	M	N0	1/6	**Must use**
		Description: Total number of transaction sets included in the functional group or interchange (transmission) group terminated by the trailer containing this data element				
GE02	28	**Group Control Number**	M	N0	1/9	**Must use**
		Description: Assigned number originated and maintained by the sender				

Comments:

1. The use of identical data interchange control numbers in the associated functional group header and trailer is designed to maximize functional group integrity. The control number is the same as that used in the corresponding header.

IEA Interchange Control Trailer

Pos: 032   Max: 1
Heading - Mandatory
Loop: N/A   Elements: 2

To define the end of an interchange of zero or more functional groups and interchange-related control segments

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
IEA01	I16	**Number of Included Functional Groups**	M	N0	1/5	**Must use**
		Description: A count of the number of functional groups included in an interchange				
IEA02	I12	**Interchange Control Number**	M	N0	9/9	**Must use**
		Description: A control number assigned by the interchange sender				