

KGP Telecommunications

850 v.4010

VERSION: 1.0 FINAL

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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:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
010	ST	Transaction Set Header	M	1			Must use
020	BEG	Beginning Segment for Purchase Order	M	1			Must use
050	REF	Reference Identification	O	>1			Used
060	PER	Administrative Communications Contact	O	3			Used
080	FOB	F.O.B. Related Instructions	O	>1			Used
110	CSH	Sales Requirements	O	5			Used
150	DTM	Date/Time Reference	O	10			Used
240	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12			Used
270	MAN	Marks and Numbers	O	10			Used

<u>LOOP ID - N9</u>			<u>1000</u>				
280	N9	Reference Identification	O	1			Used
290	MSG	Message Text	O	>1			Used

<u>LOOP ID - N1</u>			<u>200</u>				
420	N1	Name	O	1			Used
430	N2	Additional Name Information	O	2			Used
440	N3	Address Information	O	2			Used
450	N4	Geographic Location	O	>1			Used

Detail:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
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<u>LOOP ID - PO1</u>			<u>100000</u>				
010	PO1	Baseline Item Data	M	1		N2/010	Must use

<u>LOOP ID - CTP</u>			<u>>1</u>				
040	CTP	Pricing Information	O	1			Used

<u>LOOP ID - PID</u>			<u>1000</u>				
050	PID	Product/Item Description	O	1			Used
100	REF	Reference Identification	O	>1			Used

<u>LOOP ID - SCH</u>			<u>200</u>				
295	SCH	Line Item Schedule	O	1		N2/295	Used
305	MSG	Message Text	O	>1			Used

<u>LOOP ID - N1</u>			<u>200</u>				
505	N1	Name	O	1			Used
525	N3	Address Information	O	2			Used
535	N4	Geographic Location	O	1			Used

Summary:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
LOOP ID - CTT						<u>1</u>	
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

Notes:

- 2/010 PO102 is required.
- 2/295 The SCH segment is used to specify various quantities of items ordered that are to be scheduled. When this segment is used the unit of measurement code (SCH02) should always be identical to the unit of measurement code in the associated PO1 segment (PO103) and the sum of values of quantity (SCH01) should always equal the quantity ordered (PO102) in the PO1 segment.
- 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.

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:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
ST01	143	Transaction Set Identifier Code Description: Code uniquely identifying a Transaction Set.	M	ID	3/3	Must use
ST02	329	Transaction Set Control Number Description: Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	M	AN	4/9	Must use

Semantics:

- The transaction set identifier (ST01) used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).

BEG Beginning Segment for Purchase Order

Pos: 020	Max: 1
Heading - Mandatory	
Loop: N/A	Elements: 6

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>				
BEG01	353	Transaction Set Purpose Code Description: Code identifying purpose of transaction set	M	ID	2/2	Must use				
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>00</td> <td>Original</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	00	Original				
<u>Code</u>	<u>Name</u>									
00	Original									
BEG02	92	Purchase Order Type Code Description: Code specifying the type of Purchase Order	M	ID	2/2	Must use				
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>SA</td> <td>Stand-alone Order</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	SA	Stand-alone Order				
<u>Code</u>	<u>Name</u>									
SA	Stand-alone Order									
BEG03	324	Purchase Order Number Description: Identifying number for Purchase Order assigned by the orderer/purchaser	M	AN	1/22	Must use				
BEG04	328	Release Number Description: Number identifying a release against a Purchase Order previously placed by the parties involved in the transaction	O	AN	1/30	Used				
BEG05	373	Date Description: Date expressed as CCYYMMDD	M	DT	8/8	Must use				
BEG06	367	Contract Number Description: Contract number	O	AN	1/30	Used				

Semantics:

- BEG05 is the date assigned by the purchaser to purchase order.

REF Reference Identification

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

To specify identifying information

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>				
REF01	128	Reference Identification Qualifier Description: Code qualifying the Reference Identification	M	ID	2/3	Must use				
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>CT</td> <td>Contract Number</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	CT	Contract Number				
<u>Code</u>	<u>Name</u>									
CT	Contract Number									
REF02	127	Reference Identification Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	C	AN	1/30	Used				

Syntax:

1. REF02 R0203 -- At least one of REF02 or REF03 is required.

Semantics:

1. REF04 contains data relating to the value cited in REF02.

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:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>				
PER01	366	Contact Function Code Description: Code identifying the major duty or responsibility of the person or group named	M	ID	2/2	Must use				
		<table border="0"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>BD</td> <td>Buyer Name or Department</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	BD	Buyer Name or Department				
<u>Code</u>	<u>Name</u>									
BD	Buyer Name or Department									
PER02	93	Name Description: Free-form name	O	AN	1/60	Used				
PER03	365	Communication Number Qualifier Description: Code identifying the type of communication number	C	ID	2/2	Used				
		<table border="0"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>TE</td> <td>Telephone</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	TE	Telephone				
<u>Code</u>	<u>Name</u>									
TE	Telephone									
PER04	364	Communication Number Description: Complete communications number including country or area code when applicable	C	AN	1/80	Used				

Syntax:

1. PER03 P0304 -- If either PER03 or PER04 are present, then the others are required.
2. PER05 P0506 -- If either PER05 or PER06 are present, then the others are required.
3. PER07 P0708 -- If either PER07 or PER08 are present, then the others are required.

FOB F.O.B. Related Instructions

Pos: 080	Max: >1
Heading - Optional	
Loop: N/A	Elements: 3

To specify transportation instructions relating to shipment

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>												
FOB01	146	Shipment Method of Payment Description: Code identifying payment terms for transportation charges	M	ID	2/2	Must use												
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>CC</td> <td>Collect</td> </tr> <tr> <td>DF</td> <td>Defined by Buyer and Seller</td> </tr> <tr> <td>PC</td> <td>Prepaid but Charged to Customer</td> </tr> <tr> <td>PP</td> <td>Prepaid (by Seller)</td> </tr> <tr> <td>PU</td> <td>Pickup</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	CC	Collect	DF	Defined by Buyer and Seller	PC	Prepaid but Charged to Customer	PP	Prepaid (by Seller)	PU	Pickup				
<u>Code</u>	<u>Name</u>																	
CC	Collect																	
DF	Defined by Buyer and Seller																	
PC	Prepaid but Charged to Customer																	
PP	Prepaid (by Seller)																	
PU	Pickup																	
FOB02	309	Location Qualifier Description: Code identifying type of location	C	ID	1/2	Used												
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>DE</td> <td>Destination (Shipping)</td> </tr> <tr> <td>OR</td> <td>Origin (Shipping Point)</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	DE	Destination (Shipping)	OR	Origin (Shipping Point)										
<u>Code</u>	<u>Name</u>																	
DE	Destination (Shipping)																	
OR	Origin (Shipping Point)																	
FOB03	352	Description Description: A free-form description to clarify the related data elements and their content	O	AN	1/80	Used												

Syntax:

1. FOB03 C0302 -- If FOB03 is present, then FOB02 is required
2. FOB04 C0405 -- If FOB04 is present, then FOB05 is required
3. FOB07 C0706 -- If FOB07 is present, then FOB06 is required
4. FOB08 C0809 -- If FOB08 is present, then FOB09 is required

Semantics:

1. FOB01 indicates which party will pay the carrier.
2. FOB02 is the code specifying transportation responsibility location.
3. FOB06 is the code specifying the title passage location.
4. FOB08 is the code specifying the point at which the risk of loss transfers. This may be different than the location specified in FOB02/FOB03 and FOB06/FOB07.

CSH Sales Requirements

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

To specify general conditions or requirements of the sale

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
CSH01	563	Sales Requirement Code	O	ID	1/2	Used

Description: Code to identify a specific requirement or agreement of sale

<u>Code</u>	<u>Name</u>
SC	Ship Complete

Syntax:

1. CSH02 C0203 -- If CSH02 is present, then CSH03 is required
2. CSH06 P0607 -- If either CSH06 or CSH07 are present, then the others are required.
3. CSH09 P0910 -- If either CSH09 or CSH10 are present, then the others are required.

Semantics:

1. CSH03 is the maximum monetary amount value which the order must not exceed.
2. CSH04 is the account number to which the purchase amount is charged.
3. CSH05 is the date specified by the sender to be shown on the invoice.
4. CSH06 identifies the source of the code value in CSH07.

DTM Date/Time Reference

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

To specify pertinent dates and times

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>				
DTM01	374	Date/Time Qualifier Description: Code specifying type of date or time, or both date and time	M	ID	3/3	Must use				
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>106</td> <td>Required By</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	106	Required By				
<u>Code</u>	<u>Name</u>									
106	Required By									
DTM02	373	Date Description: Date expressed as CCYYMMDD	C	DT	8/8	Used				

Syntax:

1. DTM02 R020305 -- At least one of DTM02, DTM03 or DTM05 is required.
2. DTM04 C0403 -- If DTM04 is present, then DTM03 is required
3. DTM05 P0506 -- If either DTM05 or DTM06 are present, then the others are required.

TD5 Carrier Details (Routing Sequence/Transit Time)

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

To specify the carrier and sequence of routing and provide transit time information

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>										
TD501	133	Routing Sequence Code Description: Code describing the relationship of a carrier to a specific shipment movement	O	ID	1/2	Not used										
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>O</td> <td>Origin Carrier (Air, Motor, or Ocean)</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	O	Origin Carrier (Air, Motor, or Ocean)										
<u>Code</u>	<u>Name</u>															
O	Origin Carrier (Air, Motor, or Ocean)															
TD502	66	Identification Code Qualifier Description: Code designating the system/method of code structure used for Identification Code (67)	C	ID	1/2	Not used										
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>2</td> <td>Standard Carrier Alpha Code (SCAC)</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	2	Standard Carrier Alpha Code (SCAC)										
<u>Code</u>	<u>Name</u>															
2	Standard Carrier Alpha Code (SCAC)															
TD503	67	Identification Code Description: Code identifying a party or other code	C	AN	2/80	Not used										
TD504	91	Transportation Method/Type Code Description: Code specifying the method or type of transportation for the shipment	C	ID	1/2	Not used										
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>A</td> <td>Air</td> </tr> <tr> <td>D</td> <td>Parcel Post</td> </tr> <tr> <td>U</td> <td>Private Parcel Service</td> </tr> <tr> <td>AE</td> <td>Air Express</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	A	Air	D	Parcel Post	U	Private Parcel Service	AE	Air Express				
<u>Code</u>	<u>Name</u>															
A	Air															
D	Parcel Post															
U	Private Parcel Service															
AE	Air Express															
TD505	387	Routing Description: Free-form description of the routing or requested routing for shipment, or the originating carrier's identity	C	AN	1/35	Used										

Syntax:

1. TD502 R0204050612 -- At least one of TD502, TD504, TD505, TD506 or TD512 is required.
2. TD502 C0203 -- If TD502 is present, then TD503 is required
3. TD507 C0708 -- If TD507 is present, then TD508 is required
4. TD510 C1011 -- If TD510 is present, then TD511 is required
5. TD513 C1312 -- If TD513 is present, then TD512 is required
6. TD514 C1413 -- If TD514 is present, then TD513 is required
7. TD515 C1512 -- If TD515 is present, then TD512 is required

Semantics:

1. TD515 is the country where the service is to be performed.

Comments:

1. When specifying a routing sequence to be used for the shipment movement in lieu of specifying each carrier within the movement, use TD502 to identify the party responsible for defining the routing sequence, and use TD503 to identify the actual routing sequence, specified by the party identified in TD502.

MAN Marks and Numbers

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

To indicate identifying marks and numbers for shipping containers

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>				
MAN01	88	Marks and Numbers Qualifier Description: Code specifying the application or source of Marks and Numbers (87)	M	ID	1/2	Must use				
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>R</td> <td>Originator Assigned</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	R	Originator Assigned				
<u>Code</u>	<u>Name</u>									
R	Originator Assigned									
MAN02	87	Marks and Numbers Description: Marks and numbers used to identify a shipment or parts of a shipment	M	AN	1/48	Must use				

Syntax:

1. MAN04 P0405 -- If either MAN04 or MAN05 are present, then the others are required.
2. MAN06 C0605 -- If MAN06 is present, then MAN05 is required

Semantics:

1. MAN01/MAN02 and MAN04/MAN05 may be used to identify two different marks and numbers assigned to the same physical container.
2. When both MAN02 and MAN03 are used, MAN02 is the starting number of a sequential range and MAN03 is the ending number of that range.
3. When both MAN05 and MAN06 are used, MAN05 is the starting number of a sequential range, and MAN06 is the ending number of that range.

Comments:

1. When MAN01 contains code "UC" (U.P.C. Shipping Container Code) and MAN05/MAN06 contain a range of ID numbers, MAN03 is not used. The reason for this is that the U.P.C. Shipping Container code is the same on every carton that is represented in the range in MAN05/MAN06.
2. MAN03 and/or MAN06 are only used when sending a range(s) of ID numbers.
3. When both MAN02/MAN03 and MAN05/MAN06 are used to send ranges of ID numbers, the integrity of the two ID numbers must be maintained.

N9**Reference Identification**

Pos: 280	Max: 1
Heading - Optional	
Loop: N9	Elements: 7

To transmit identifying information as specified by the Reference Identification Qualifier

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N901	128	Reference Identification Qualifier Description: Code qualifying the Reference Identification All valid standard codes are used.	M	ID	2/3	Must use
N902	127	Reference Identification Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	C	AN	1/30	Used
N903	369	Free-form Description Description: Free-form descriptive text	C	AN	1/45	Used
N904	373	Date Description: Date expressed as CCYYMMDD	O	DT	8/8	Used
N905	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)	C	TM	4/8	Used
N906	623	Time Code Description: Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow All valid standard codes are used.	O	ID	2/2	Used
N907	C040	Reference Identifier Description: To identify one or more reference numbers or identification numbers as specified by the Reference Qualifier	O	Comp		Used
	128	Reference Identification Qualifier Description: Code qualifying the Reference Identification All valid standard codes are used.	M	ID	2/3	Must use
	127	Reference Identification Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	M	AN	1/30	Must use
	128	Reference Identification Qualifier Description: Code qualifying the Reference Identification All valid standard codes are used.	C	ID	2/3	Used
	127	Reference Identification Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	C	AN	1/30	Used
	128	Reference Identification Qualifier Description: Code qualifying the Reference Identification All valid standard codes are used.	C	ID	2/3	Used

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
	127	Reference Identification	C	AN	1/30	Used
Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier						

Syntax:

1. N902 R0203 -- At least one of N902 or N903 is required.
2. N906 C0605 -- If N906 is present, then N905 is required

Semantics:

1. N906 reflects the time zone which the time reflects.
2. N907 contains data relating to the value cited in N902.

MSG Message Text

Pos: 290	Max: >1
Heading - Optional	
Loop: N9	Elements: 3

To provide a free-form format that allows the transmission of text information

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
MSG01	933	Free-Form Message Text Description: Free-form message text	M	AN	1/264	Must use
MSG02	934	Printer Carriage Control Code Description: A field to be used for the control of the line feed of the receiving printer All valid standard codes are used.	C	ID	2/2	Used
MSG03	1470	Number Description: A generic number	O	N0	1/9	Used

Syntax:

1. MSG03 C0302 -- If MSG03 is present, then MSG02 is required

Semantics:

1. MSG03 is the number of lines to advance before printing.

Comments:

1. MSG02 is not related to the specific characteristics of a printer, but identifies top of page, advance a line, etc.
2. If MSG02 is "AA - Advance the specified number of lines before print" then MSG03 is required.

N1**Name**

Pos: 420	Max: 1
Heading - Optional	
Loop: N1	Elements: 4

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>						
N101	98	Entity Identifier Code Description: Code identifying an organizational entity, a physical location, property or an individual	M	ID	2/3	Must use						
		<table border="0"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>BT</td> <td>Bill-to-Party</td> </tr> <tr> <td>ST</td> <td>Ship To</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	BT	Bill-to-Party	ST	Ship To				
<u>Code</u>	<u>Name</u>											
BT	Bill-to-Party											
ST	Ship To											
N102	93	Name Description: Free-form name	C	AN	1/60	Used						
N103	66	Identification Code Qualifier Description: Code designating the system/method of code structure used for Identification Code (67)	C	ID	1/2	Used						
		<table border="0"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>92</td> <td>Assigned by Buyer or Buyer's Agent</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	92	Assigned by Buyer or Buyer's Agent						
<u>Code</u>	<u>Name</u>											
92	Assigned by Buyer or Buyer's Agent											
N104	67	Identification Code Description: Code identifying a party or other code	C	AN	2/80	Used						

Syntax:

1. N102 R0203 -- At least one of N102 or N103 is required.
2. N103 P0304 -- If either N103 or N104 are present, then the others are required.

Comments:

1. This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.
2. N105 and N106 further define the type of entity in N101.

N2**Additional Name Information**

Pos: 430	Max: 2
Heading - Optional	
Loop: N1	Elements: 2

To specify additional names or those longer than 35 characters in length

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N201	93	Name Description: Free-form name	M	AN	1/60	Must use
N202	93	Name Description: Free-form name	O	AN	1/60	Used

N3

Address Information

Pos: 440	Max: 2
Heading - Optional	
Loop: N1	Elements: 2

To specify the location of the named party

Element Summary:

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

N4**Geographic Location**

Pos: 450	Max: >1
Heading - Optional	
Loop: N1	Elements: 4

To specify the geographic place of the named party

Element Summary:

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

Syntax:

1. N406 C0605 -- If N406 is present, then N405 is required

Comments:

1. A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.
2. N402 is required only if city name (N401) is in the U.S. or Canada.

PO1 Baseline Item Data

Pos: 010	Max: 1
Detail - Mandatory	
Loop: PO1	Elements: 15

To specify basic and most frequently used line item data

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>												
PO101	350	Assigned Identification Description: Alphanumeric characters assigned for differentiation within a transaction set	O	AN	1/20	Used												
PO102	330	Quantity Ordered Description: Quantity ordered	C	R	1/15	Used												
PO103	355	Unit or Basis for Measurement Code Description: Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	O	ID	2/2	Used												
PO104	212	Unit Price Description: Price per unit of product, service, commodity, etc.	C	R	1/17	Used												
PO105	639	Basis of Unit Price Code Description: Code identifying the type of unit price for an item	O	ID	2/2	Used												
		<table border="0"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>HP</td> <td>Price per Hundred</td> </tr> <tr> <td>NC</td> <td>No Charge</td> </tr> <tr> <td>PE</td> <td>Price per Each</td> </tr> <tr> <td>TE</td> <td>Contract Price per Each</td> </tr> <tr> <td>TP</td> <td>Price per Thousand</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	HP	Price per Hundred	NC	No Charge	PE	Price per Each	TE	Contract Price per Each	TP	Price per Thousand				
<u>Code</u>	<u>Name</u>																	
HP	Price per Hundred																	
NC	No Charge																	
PE	Price per Each																	
TE	Contract Price per Each																	
TP	Price per Thousand																	
PO106	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234)	C	ID	2/2	Used												
		<table border="0"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>IN</td> <td>Buyer's Item Number</td> </tr> <tr> <td>VN</td> <td>Vendor's (Seller's) Item Number</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	IN	Buyer's Item Number	VN	Vendor's (Seller's) Item Number										
<u>Code</u>	<u>Name</u>																	
IN	Buyer's Item Number																	
VN	Vendor's (Seller's) Item Number																	
PO107	234	Product/Service ID Description: Identifying number for a product or service	C	AN	1/48	Used												
PO108	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234) All valid standard codes are used.	C	ID	2/2	Used												
PO109	234	Product/Service ID Description: Identifying number for a product or service	C	AN	1/48	Used												
PO110	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234) All valid standard codes are used.	C	ID	2/2	Used												
PO111	234	Product/Service ID	C	AN	1/48	Used												

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
		Description: Identifying number for a product or service				
PO112	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234) All valid standard codes are used.	C	ID	2/2	Used
PO113	234	Product/Service ID Description: Identifying number for a product or service	C	AN	1/48	Used
PO114	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234) All valid standard codes are used.	C	ID	2/2	Used
PO115	234	Product/Service ID Description: Identifying number for a product or service	C	AN	1/48	Used

Syntax:

1. PO103 C0302 -- If PO103 is present, then PO102 is required
2. PO105 C0504 -- If PO105 is present, then PO104 is required
3. PO106 P0607 -- If either PO106 or PO107 are present, then the others are required.
4. PO108 P0809 -- If either PO108 or PO109 are present, then the others are required.
5. PO110 P1011 -- If either PO110 or PO111 are present, then the others are required.
6. PO112 P1213 -- If either PO112 or PO113 are present, then the others are required.
7. PO114 P1415 -- If either PO114 or PO115 are present, then the others are required.
8. PO116 P1617 -- If either PO116 or PO117 are present, then the others are required.
9. PO118 P1819 -- If either PO118 or PO119 are present, then the others are required.
10. PO120 P2021 -- If either PO120 or PO121 are present, then the others are required.
11. PO122 P2223 -- If either PO122 or PO123 are present, then the others are required.
12. PO124 P2425 -- If either PO124 or PO125 are present, then the others are required.

Comments:

1. See the Data Element Dictionary for a complete list of IDs.
2. PO101 is the line item identification.
3. PO106 through PO125 provide for ten different product/service IDs per each item. For example: Case, Color, Drawing No., U.P.C. No., ISBN No., Model No., or SKU.

CTP Pricing Information

Pos: 040	Max: 1
Detail - Optional	
Loop: CTP	Elements: 4

To specify pricing information

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
CTP01	687	Class of Trade Code Description: Code indicating class of trade	O	ID	2/2	Used
CTP02	236	Price Identifier Code Description: Code identifying pricing specification	C	ID	3/3	Used
CTP03	212	Unit Price Description: Price per unit of product, service, commodity, etc.	C	R	1/17	Used
CTP04	380	Quantity Description: Numeric value of quantity	C	R	1/15	Used

Syntax:

1. CTP04 P0405 -- If either CTP04 or CTP05 are present, then the others are required.
2. CTP06 C0607 -- If CTP06 is present, then CTP07 is required
3. CTP09 C0902 -- If CTP09 is present, then CTP02 is required
4. CTP10 C1002 -- If CTP10 is present, then CTP02 is required
5. CTP11 C1103 -- If CTP11 is present, then CTP03 is required

Semantics:

1. CTP07 is a multiplier factor to arrive at a final discounted price. A multiplier of .90 would be the factor if a 10% discount is given.
2. CTP08 is the rebate amount.

Comments:

1. See Figures Appendix for an example detailing the use of CTP03 and CTP04.
2. See Figures Appendix for an example detailing the use of CTP03, CTP04 and CTP07.

PID Product/Item Description

Pos: 050	Max: 1
Detail - Optional	
Loop: PID	Elements: 2

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>				
PID01	349	Item Description Type Description: Code indicating the format of a description	M	ID	1/1	Must use				
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>F</td> <td>Free-form</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	F	Free-form				
<u>Code</u>	<u>Name</u>									
F	Free-form									
PID05	352	Description Description: A free-form description to clarify the related data elements and their content	C	AN	1/80	Used				

Syntax:

1. PID04 C0403 -- If PID04 is present, then PID03 is required
2. PID04 R0405 -- At least one of PID04 or PID05 is required.
3. PID07 C0703 -- If PID07 is present, then PID03 is required
4. PID08 C0804 -- If PID08 is present, then PID04 is required
5. PID09 C0905 -- If PID09 is present, then PID05 is required

Semantics:

1. Use PID03 to indicate the organization that publishes the code list being referred to.
2. PID04 should be used for industry-specific product description codes.
3. PID08 describes the physical characteristics of the product identified in PID04. A "Y" indicates that the specified attribute applies to this item; an "N" indicates it does not apply. Any other value is indeterminate.
4. PID09 is used to identify the language being used in PID05.

Comments:

1. If PID01 equals "F", then PID05 is used. If PID01 equals "S", then PID04 is used. If PID01 equals "X", then both PID04 and PID05 are used.
2. Use PID06 when necessary to refer to the product surface or layer being described in the segment.
3. PID07 specifies the individual code list of the agency specified in PID03.

REF Reference Identification

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

To specify identifying information

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>						
REF01	128	Reference Identification Qualifier Description: Code qualifying the Reference Identification	M	ID	2/3	Must use						
		<table border="0"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>CT</td> <td>Contract Number</td> </tr> <tr> <td>PR</td> <td>Price Quote Number</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	CT	Contract Number	PR	Price Quote Number				
<u>Code</u>	<u>Name</u>											
CT	Contract Number											
PR	Price Quote Number											
REF02	127	Reference Identification Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	C	AN	1/30	Used						

Syntax:

- REF02 R0203 -- At least one of REF02 or REF03 is required.

Semantics:

- REF04 contains data relating to the value cited in REF02.

SCH Line Item Schedule

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

To specify the data for scheduling a specific line-item

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>				
SCH01	380	Quantity Description: Numeric value of quantity	M	R	1/15	Must use				
SCH02	355	Unit or Basis for Measurement Code Description: Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	M	ID	2/2	Must use				
SCH05	374	Date/Time Qualifier Description: Code specifying type of date or time, or both date and time	M	ID	3/3	Must use				
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>106</td> <td>Required By</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	106	Required By				
<u>Code</u>	<u>Name</u>									
106	Required By									
SCH06	373	Date Description: Date expressed as CCYYMMDD	M	DT	8/8	Must use				

Syntax:

- SCH03 C0304 -- If SCH03 is present, then SCH04 is required
- SCH08 L080910 -- If SCH08 is present, then at least one of SCH09 or SCH10 is required.
- SCH09 C0908 -- If SCH09 is present, then SCH08 is required
- SCH10 C1008 -- If SCH10 is present, then SCH08 is required

Semantics:

- SCH12 is the schedule identification.

Comments:

- SCH05 specifies the interpretation to be used for SCH06 and SCH07.

MSG Message Text

Pos: 305	Max: >1
Detail - Optional	
Loop: SCH	Elements: 3

To provide a free-form format that allows the transmission of text information

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
MSG01	933	Free-Form Message Text Description: Free-form message text	M	AN	1/264	Must use
MSG02	934	Printer Carriage Control Code Description: A field to be used for the control of the line feed of the receiving printer All valid standard codes are used.	C	ID	2/2	Used
MSG03	1470	Number Description: A generic number	O	N0	1/9	Used

Syntax:

1. MSG03 C0302 -- If MSG03 is present, then MSG02 is required

Semantics:

1. MSG03 is the number of lines to advance before printing.

Comments:

1. MSG02 is not related to the specific characteristics of a printer, but identifies top of page, advance a line, etc.
2. If MSG02 is "AA - Advance the specified number of lines before print" then MSG03 is required.

N1**Name**

Pos: 505	Max: 1
Detail - Optional	
Loop: N1	Elements: 4

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>										
N101	98	Entity Identifier Code Description: Code identifying an organizational entity, a physical location, property or an individual	M	ID	2/3	Must use										
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>EN</td> <td>End User</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	EN	End User										
<u>Code</u>	<u>Name</u>															
EN	End User															
N102	93	Name Description: Free-form name	C	AN	1/60	Used										
N103	66	Identification Code Qualifier Description: Code designating the system/method of code structure used for Identification Code (67)	C	ID	1/2	Used										
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>1</td> <td>D-U-N-S Number, Dun & Bradstreet</td> </tr> <tr> <td>9</td> <td>D-U-N-S+4, D-U-N-S Number with Four Character Suffix</td> </tr> <tr> <td>91</td> <td>Assigned by Seller or Seller's Agent</td> </tr> <tr> <td>92</td> <td>Assigned by Buyer or Buyer's Agent</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	1	D-U-N-S Number, Dun & Bradstreet	9	D-U-N-S+4, D-U-N-S Number with Four Character Suffix	91	Assigned by Seller or Seller's Agent	92	Assigned by Buyer or Buyer's Agent				
<u>Code</u>	<u>Name</u>															
1	D-U-N-S Number, Dun & Bradstreet															
9	D-U-N-S+4, D-U-N-S Number with Four Character Suffix															
91	Assigned by Seller or Seller's Agent															
92	Assigned by Buyer or Buyer's Agent															
N104	67	Identification Code Description: Code identifying a party or other code	C	AN	2/80	Used										

Syntax:

1. N102 R0203 -- At least one of N102 or N103 is required.
2. N103 P0304 -- If either N103 or N104 are present, then the others are required.

Comments:

1. This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.
2. N105 and N106 further define the type of entity in N101.

N3**Address Information**

Pos: 525	Max: 2
Detail - Optional	
Loop: N1	Elements: 2

To specify the location of the named party

Element Summary:

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

N4**Geographic Location**

Pos: 535	Max: 1
Detail - Optional	
Loop: N1	Elements: 4

To specify the geographic place of the named party

Element Summary:

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

Syntax:

1. N406 C0605 -- If N406 is present, then N405 is required

Comments:

1. A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.
2. N402 is required only if city name (N401) is in the U.S. or Canada.

CTT Transaction Totals

Pos: 010	Max: 1
Summary - Optional	
Loop: CTT	Elements: 1

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
CTT01	354	Number of Line Items	M	N0	1/6	Must use
		Description: Total number of line items in the transaction set				

Syntax:

1. CTT03 P0304 -- If either CTT03 or CTT04 are present, then the others are required.
2. CTT05 P0506 -- If either CTT05 or CTT06 are present, then the others are required.

Comments:

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

AMT Monetary Amount

Pos: 020	Max: 1
Summary - Optional	
Loop: CTT	Elements: 2

To indicate the total monetary amount

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>				
AMT01	522	Amount Qualifier Code Description: Code to qualify amount	M	ID	1/3	Must use				
		<table border="0"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>TT</td> <td>Total Transaction Amount</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	TT	Total Transaction Amount				
<u>Code</u>	<u>Name</u>									
TT	Total Transaction Amount									
AMT02	782	Monetary Amount Description: Monetary amount	M	R	1/18	Must use				

SE**Transaction Set Trailer**

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

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
SE01	96	Number of Included Segments Description: Total number of segments included in a transaction set including ST and SE segments	M	N0	1/10	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:

- SE is the last segment of each transaction set.

SAMPLE:

BEG~00~SA~53772~~20010801*
PER~BD~CHARLIE FULLER~TE~507-334-2268*
FOB~DF*
DTM~106~20010813*
TD5~~~~~SEE FRT INSTR ON FILE*
N1~BT~KGP TELECOMMUNICATIONS~91~MJC3948*
N3~2501 MORRISTOWN~-*
N4~FARIBAULT~MN~55021*
N1~ST~KGP TELECOMMUNICATIONS~92~03*
N3~6189 PRESTON AVENUE~-*
N4~LIVERMORE~CA~94550*
PO1~0001~75~EA~65.68~TE~VN~80-6110-4186-6~IN~102902368*
REF~CT~KGP-SBC062000*
SCH*6*EA***002*20070503
PO1~0002~100~EA~23.75~TE~VN~80-6108-4777-6~IN~000040279*
REF~CT~KGP-SBC062000*
PO1~0003~200~KT~4.36~TE~VN~80-6111-6611-9~IN~300033008*
REF~CT~KGP-SBC062000*
SCH*6*EA***002*20070503
CTT~3*