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# 856

## Ship Notice/Manifest

Functional Group=**SH**

This X12 Transaction Set contains the format and establishes the data contents of the Ship Notice/Manifest Transaction Set (856) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to list the contents of a shipment of goods as well as additional information relating to the shipment, such as order information, product description, physical characteristics, type of packaging, marking, carrier information, and configuration of goods within the transportation equipment. The transaction set enables the sender to describe the contents and configuration of a shipment in various levels of detail and provides an ordered flexibility to convey information. The sender of this transaction is the organization responsible for detailing and communicating the contents of a shipment, or shipments, to one or more receivers of the transaction set. The receiver of this transaction set can be any organization having an interest in the contents of a shipment or information about the contents of a shipment.

### Not Defined:

<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>
	ISA	Interchange Control Header	M	1			Must use
	GS	Functional Group Header	M	1			Must use

### 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>
0100	ST	Transaction Set Header	M	1			Must use
0200	BSN	Beginning Segment for Ship Notice	M	1			Must use

### 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>
<b>LOOP ID - HL</b>					<b>200000</b>	<b>C2/0100L</b>	
0100	HL	Hierarchical Level	M	1		C2/0100	Must use
1100	TD1	Carrier Details (Quantity and Weight)	M	1			Must use
1200	TD5	Carrier Details (Routing Sequence/Transit Time)	O	1			Used
1500	REF	Reference Information	C	2			Used
2000	DTM	Date/Time Reference	M	1			Must use
2100	FOB	F.O.B. Related Instructions	O	1			Used
<b>LOOP ID - N1</b>					<b>2</b>		
2200	N1	Party Identification	M	1			Must use
2400	N3	Party Location	O	1			Used
2500	N4	Geographic Location	O	1			Used
<b>LOOP ID - HL</b>					<b>200000</b>	<b>C2/0100L</b>	
0100	HL	Hierarchical Level	M	1		C2/0100	Must use
0500	PRF	Purchase Order Reference	M	1			Must use
1100	TD1	Carrier Details (Quantity and Weight)	O	1			Used
1500	REF	Reference Information	M	1			Must use
<b>LOOP ID - N1</b>					<b>1</b>		
2200	N1	Party Identification	M	1			Must use

<u>LOOP ID - HL</u>				<u>200000</u>	<u>C2/0100L</u>	
0100	HL	Hierarchical Level	M	1	C2/0100	Must use
1900	MAN	Marks and Numbers Information	M	1		Must use

  

<u>LOOP ID - HL</u>				<u>200000</u>	<u>C2/0100L</u>	
0100	HL	Hierarchical Level	M	1	C2/0100	Must use
0200	LIN	Item Identification	M	1		Must use
0300	SN1	Item Detail (Shipment)	M	1		Must use
0700	PID	Product/Item Description	M	3		Must use

**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>
0100	CTT	Transaction Totals	O	1		N3/0100	Used
0200	SE	Transaction Set Trailer	M	1			Must use

**Not Defined:**

<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>
	GE	Functional Group Trailer	M	1			Must use
	IEA	Interchange Control Trailer	M	1			Must use

**Notes:**

3/0100 Number of line items (CTT01) is the accumulation of the number of HL segments. If used, hash total (CTT02) is the sum of the value of units shipped (SN102) for each SN1 segment.

**Comments:**

- 2/0100L The HL segment is the only mandatory segment within the HL loop, and by itself, the HL segment has no meaning.
- 2/0100 The HL segment is the only mandatory segment within the HL loop, and by itself, the HL segment has no meaning.
- 2/0100L The HL segment is the only mandatory segment within the HL loop, and by itself, the HL segment has no meaning.
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# ISA Interchange Control Header

<b>Pos:</b>	<b>Max: 1</b>
<b>Not Defined - Mandatory</b>	
<b>Loop: N/A</b>	<b>Elements: 16</b>

**User Option (Usage):** Must use

To start and identify an interchange of zero or more functional groups and interchange-related control 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>
ISA01	I01	<b>Authorization Information Qualifier</b>	M	ID	2/2	Must use
		<b>Description:</b> Code identifying the type of information in the Authorization Information <b>All valid standard codes are used.</b>				
ISA02	I02	<b>Authorization Information</b>	M	AN	10/10	Must use
		<b>Description:</b> 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)				
ISA03	I03	<b>Security Information Qualifier</b>	M	ID	2/2	Must use
		<b>Description:</b> Code identifying the type of information in the Security Information <b>All valid standard codes are used.</b>				
ISA04	I04	<b>Security Information</b>	M	AN	10/10	Must use
		<b>Description:</b> 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)				
ISA05	I05	<b>Interchange ID Qualifier</b>	M	ID	2/2	Must use
		<b>Description:</b> Code indicating the system/method of code structure used to designate the sender or receiver ID element being qualified <b>All valid standard codes are used.</b>				
ISA06	I06	<b>Interchange Sender ID</b>	M	AN	15/15	Must use
		<b>Description:</b> 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				
ISA07	I05	<b>Interchange ID Qualifier</b>	M	ID	2/2	Must use
		<b>Description:</b> Code indicating the system/method of code structure used to designate the sender or receiver ID element being qualified <b>All valid standard codes are used.</b>				
ISA08	I07	<b>Interchange Receiver ID</b>	M	AN	15/15	Must use
		<b>Description:</b> 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	<b>Interchange Date</b>	M	DT	6/6	Must use
		<b>Description:</b> Date of the interchange				
ISA10	I09	<b>Interchange Time</b>	M	TM	4/4	Must use
		<b>Description:</b> Time of the interchange				

ISA11	I65	<b>Repetition Separator</b>	M		1/1	Must use
<b>Description:</b> Type is not applicable; the repetition separator is a delimiter and not a data element; this field provides the delimiter used to separate repeated occurrences of a simple data element or a composite data structure; this value must be different than the data element separator, component element separator, and the segment terminator						
ISA12	I11	<b>Interchange Control Version Number</b>	M	ID	5/5	Must use
<b>Description:</b> Code specifying the version number of the interchange control segments <b>All valid standard codes are used.</b>						
ISA13	I12	<b>Interchange Control Number</b>	M	N0	9/9	Must use
<b>Description:</b> A control number assigned by the interchange sender						
ISA14	I13	<b>Acknowledgment Requested</b>	M	ID	1/1	Must use
<b>Description:</b> Code indicating sender's request for an interchange acknowledgment <b>All valid standard codes are used.</b>						
ISA15	I14	<b>Interchange Usage Indicator</b>	M	ID	1/1	Must use
<b>Description:</b> Code indicating whether data enclosed by this interchange envelope is test, production or information <b>All valid standard codes are used.</b>						
ISA16	I15	<b>Component Element Separator</b>	M		1/1	Must use
<b>Description:</b> 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**

<b>Pos:</b>	<b>Max: 1</b>
<b>Not Defined - Mandatory</b>	
<b>Loop: N/A</b>	<b>Elements: 8</b>

**User Option (Usage):** Must use

To indicate the beginning of a functional group and to provide control 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>
GS01	479	<b>Functional Identifier Code</b>	M	ID	2/2	Must use
		<b>Description:</b> Code identifying a group of application related transaction sets				
		<u>Code</u>		<u>Name</u>		
		SH		Ship Notice/Manifest (856)		
GS02	142	<b>Application Sender's Code</b>	M	AN	2/15	Must use
		<b>Description:</b> Code identifying party sending transmission; codes agreed to by trading partners				
GS03	124	<b>Application Receiver's Code</b>	M	AN	2/15	Must use
		<b>Description:</b> Code identifying party receiving transmission; codes agreed to by trading partners				
GS04	373	<b>Date</b>	M	DT	8/8	Must use
		<b>Description:</b> Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year				
GS05	337	<b>Time</b>	M	TM	4/8	Must use
		<b>Description:</b> 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)				
GS06	28	<b>Group Control Number</b>	M	N0	1/9	Must use
		<b>Description:</b> Assigned number originated and maintained by the sender				
GS07	455	<b>Responsible Agency Code</b>	M	ID	1/2	Must use
		<b>Description:</b> Code identifying the issuer of the standard; this code is used in conjunction with Data Element 480				
		<b>All valid standard codes are used.</b>				
GS08	480	<b>Version / Release / Industry Identifier Code</b>	M	AN	1/12	Must use
		<b>Description:</b> Code indicating the version, release, subrelease, 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 subrelease, 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				
		<u>Code</u>		<u>Name</u>		
		005010		Standards Approved for Publication by ASC X12 Procedures Review Board through October 2003		

**Semantics:**

1. GS04 is the group date.
2. GS05 is the group time.
3. The data interchange control number GS06 in this header must be identical to the same data element in the associated functional group trailer, GE02.

**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: 0100	Max: 1
Heading - Mandatory	
Loop: N/A	Elements: 2

**User Option (Usage):** Must use

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	<b>Transaction Set Identifier Code</b>	M	ID	3/3	Must use
		<b>Description:</b> Code uniquely identifying a Transaction Set				
		<u>Code</u>		<u>Name</u>		
		856		Ship Notice/Manifest		
ST02	329	<b>Transaction Set Control Number</b>	M	AN	4/9	Must use
		<b>Description:</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set				

## Semantics:

1. The transaction set identifier (ST01) is used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).
2. The implementation convention reference (ST03) is used by the translation routines of the interchange partners to select the appropriate implementation convention to match the transaction set definition. When used, this implementation convention reference takes precedence over the implementation reference specified in the GS08.



# BSN Beginning Segment for Ship Notice

Pos: 0200	Max: 1
Heading - Mandatory	
Loop: N/A	Elements: 5

**User Option (Usage):** Must use

To transmit identifying numbers, dates, and other basic data relating to 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>
BSN01	353	<b>Transaction Set Purpose Code</b>	M	ID	2/2	Must use
		<b>Description:</b> Code identifying purpose of transaction set				
		<u>Code</u>		<u>Name</u>		
		00		Original		
BSN02	396	<b>Shipment Identification</b>	M	AN	2/30	Must use
		<b>Description:</b> A unique control number assigned by the original shipper to identify a specific shipment				
BSN03	373	<b>Date</b>	M	DT	8/8	Must use
		<b>Description:</b> Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year				
BSN04	337	<b>Time</b>	M	TM	4/8	Must use
		<b>Description:</b> 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)				
BSN05	1005	<b>Hierarchical Structure Code</b>	O	ID	4/4	Used
		<b>Description:</b> Code indicating the hierarchical application structure of a transaction set that utilizes the HL segment to define the structure of the transaction set				
		<u>Code</u>		<u>Name</u>		
		0001		Shipment, Order, Packaging, Item		

## Semantics:

1. BSN03 is the date the shipment transaction set is created.
2. BSN04 is the time the shipment transaction set is created.

## Comments:

- 1.

# Loop HL

Pos: 0100	Repeat: 200000
Mandatory	
Loop: HL	Elements: N/A

**User Option (Usage):** Must use

To identify dependencies among and the content of hierarchically related groups of data segments

## Loop Summary:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Usage</u>
0100	HL	Hierarchical Level	M	1		Must use
1100	TD1	Carrier Details (Quantity and Weight)	M	1		Must use
1200	TD5	Carrier Details (Routing Sequence/Transit Time)	O	1		Used
1500	REF	Reference Information	C	2		Used
2000	DTM	Date/Time Reference	M	1		Must use
2100	FOB	F.O.B. Related Instructions	O	1		Used
2200		Loop N1	M		2	Must use
0100		Loop HL	M		200000	Must use

# HL Hierarchical Level

Pos: 0100	Max: 1
Detail - Mandatory	
Loop: HL	Elements: 2

**User Option (Usage):** Must use

To identify dependencies among and the content of hierarchically related groups of data 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>
HL01	628	<b>Hierarchical ID Number</b>	M	AN	1/12	Must use
<b>Description:</b> A unique number assigned by the sender to identify a particular data segment in a hierarchical structure						
HL03	735	<b>Hierarchical Level Code</b>	M	ID	1/2	Must use
<b>Description:</b> Code defining the characteristic of a level in a hierarchical structure						
		<u>Code</u>		<u>Name</u>		
		S		Shipment		

# TD1 Carrier Details (Quantity and Weight)

Pos: 1100	Max: 1
Detail - Mandatory	
Loop: HL	Elements: 5

**User Option (Usage):** Must use

To specify the transportation details relative to commodity, weight, and quantity

## 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>
TD101	103	<b>Packaging Code</b>	M	AN	3/5	Must use
		<b>Description:</b> Code identifying the type of packaging; Part 1: Packaging Form, Part 2: Packaging Material; if the Data Element is used, then Part 1 is always required				
		<u>Code</u>		<u>Name</u>		
		CTN		Carton		
		PLT		Pallet		
TD102	80	<b>Lading Quantity</b>	M	N0	1/7	Must use
		<b>Description:</b> Number of units (pieces) of the lading commodity				
TD106	187	<b>Weight Qualifier</b>	M	ID	1/2	Must use
		<b>Description:</b> Code defining the type of weight				
		<u>Code</u>		<u>Name</u>		
		G		Gross Weight		
TD107	81	<b>Weight</b>	M	R	1/10	Must use
		<b>Description:</b> Numeric value of weight				
TD108	355	<b>Unit or Basis for Measurement Code</b>	M	ID	2/2	Must use
		<b>Description:</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken				
		<u>Code</u>		<u>Name</u>		
		LB		Pound		

# TD5 Carrier Details (Routing Sequence/Transit Time)

Pos: 1200	Max: 1
Detail - Optional	
Loop: HL	Elements: 3

**User Option (Usage):** Used

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>
TD502	66	<b>Identification Code Qualifier</b>	X	ID	1/2	Used
		<b>Description:</b> Code designating the system/method of code structure used for Identification Code (67)				
		<u>Code</u>		<u>Name</u>		
		2		Standard Carrier Alpha Code (SCAC)		
TD503	67	<b>Identification Code</b>	X	AN	2/80	Used
		<b>Description:</b> Code identifying a party or other code				
TD505	387	<b>Routing</b>	X	AN	1/35	Used
		<b>Description:</b> Free-form description of the routing or requested routing for shipment, or the originating carrier's identity				

## Syntax Rules:

1. R0204050612 - At least one of TD502, TD504, TD505, TD506 or TD512 is required.
2. C0203 - If TD502 is present, then TD503 is required.

## Comments:

1. If TD5 segment sent, either TD503 or TD505 are required

## User Note 1:

*If the TD5 segment is sent, either TD503 or TD505 are required*

# REF Reference Information

Pos: 1500	Max: 2
Detail - Conditional	
Loop: HL	Elements: 2

**User Option (Usage):** Used

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	<b>Reference Identification Qualifier</b>	M	ID	2/3	Must use

**Description:** Code qualifying the Reference Identification

<u>Code</u>	<u>Name</u>
BM	Bill of Lading Number
CN	Carrier's Reference Number (PRO/Invoice)
P8	Pickup Reference Number

REF02	127	<b>Reference Identification</b>	M	AN	1/50	Must use
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**Description:** Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier

## Semantics:

- 1.

### User Note 1:

*If the shipment is being moved via LTL or Full load Carriers, both the BOL number (BM) and Carrier Pro (CN) are required*

*If the shipment is being moved via Parcel Carriers (UPS, FEDEX), Pick up number (P8) is required. This number can be the master pick up number or one of the Parcel Carrier Carton ID's*

# DTM Date/Time Reference

Pos: 2000	Max: 1
Detail - Mandatory	
Loop: HL	Elements: 2

**User Option (Usage):** Must use

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	<b>Date/Time Qualifier</b>	M	ID	3/3	Must use

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

<u>Code</u>	<u>Name</u>
011	Shipped

DTM02	373	<b>Date</b>	M	DT	8/8	Must use
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**Description:** Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year

# FOB F.O.B. Related Instructions

Pos: 2100	Max: 1
Detail - Optional	
Loop: HL	Elements: 3

**User Option (Usage):** Used

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	<b>Shipment Method of Payment</b>	M	ID	2/2	Must use
		<b>Description:</b> Code identifying payment terms for transportation charges				
		<b>Code</b>		<b>Name</b>		
		CC		Collect		
		CF		Collect, Freight Credited Back to Customer		
		PC		Prepaid but Charged to Customer		
		PP		Prepaid (by Seller)		
FOB02	309	<b>Location Qualifier</b>	X	ID	1/2	Used
		<b>Description:</b> Code identifying type of location				
		<b>Code</b>		<b>Name</b>		
		DE		Destination (Shipping)		
FOB03	352	<b>Description</b>	O	AN	1/80	Used
		<b>Description:</b> A free-form description to clarify the related data elements and their content				

## Syntax Rules:

1. C0302 - If FOB03 is present, then FOB02 is required.

## Semantics:

1. FOB01 indicates which party will pay the carrier.
2. FOB02 is the code specifying transportation responsibility location.



# Loop N1

Pos: 2200	Repeat: 2
Mandatory	
Loop: N1	Elements: N/A

**User Option (Usage):** Must use

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

## Loop Summary:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Usage</u>
2200	N1	Party Identification	M	1		Must use
2400	N3	Party Location	O	1		Used
2500	N4	Geographic Location	O	1		Used

# N1 Party Identification

Pos: 2200	Max: 1
Detail - Mandatory	
Loop: N1	Elements: 4

**User Option (Usage):** Must use

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	<b>Entity Identifier Code</b>	M	ID	2/3	Must use
		<b>Description:</b> Code identifying an organizational entity, a physical location, property or an individual				
		<u>Code</u>		<u>Name</u>		
		SF		Ship From		
		ST		Ship To		
N102	93	<b>Name</b>	X	AN	1/60	Used
		<b>Description:</b> Free-form name				
N103	66	<b>Identification Code Qualifier</b>	X	ID	1/2	Used
		<b>Description:</b> Code designating the system/method of code structure used for Identification Code (67)				
		<u>Code</u>		<u>Name</u>		
		1		D-U-N-S Number, Dun & Bradstreet		
		92		Assigned by Buyer or Buyer's Agent		
N104	67	<b>Identification Code</b>	X	AN	2/80	Used
		<b>Description:</b> Code identifying a party or other code				

## Syntax Rules:

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

### User Note 1:

*Both Ship From and Ship To N1 loops are required*

*N103 and N104 are required within the Ship To N1 loop*

*qualifier 92 is required for Ship To in N103.*

# N3 Party Location

Pos: 2400	Max: 1
Detail - Optional	
Loop: N1	Elements: 2

**User Option (Usage):** Used

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	<b>Address Information</b>	M	AN	1/55	Must use
		<b>Description:</b> Address information				
N302	166	<b>Address Information</b>	O	AN	1/55	Used
		<b>Description:</b> Address information				

# N4 Geographic Location

Pos: 2500	Max: 1
Detail - Optional	
Loop: N1	Elements: 4

**User Option (Usage):** Used

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

## Comments:

1. N402 is required only if city name (N401) is in the U.S. or Canada.

# Loop HL

Pos: 0100	Repeat: 200000
Mandatory	
Loop: HL	Elements: N/A

**User Option (Usage):** Must use

To identify dependencies among and the content of hierarchically related groups of data segments

## Loop Summary:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Usage</u>
0100	HL	Hierarchical Level	M	1		Must use
0500	PRF	Purchase Order Reference	M	1		Must use
1100	TD1	Carrier Details (Quantity and Weight)	O	1		Used
1500	REF	Reference Information	M	1		Must use
2200		Loop N1	O		1	Used
0100		Loop HL	M		200000	Must use

**HL****Hierarchical Level**

<b>Pos: 0100</b>	<b>Max: 1</b>
<b>Detail - Mandatory</b>	
<b>Loop: HL</b>	<b>Elements: 3</b>

**User Option (Usage):** Must use

To identify dependencies among and the content of hierarchically related groups of data 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>
HL01	628	<b>Hierarchical ID Number</b>	M	AN	1/12	Must use
<b>Description:</b> A unique number assigned by the sender to identify a particular data segment in a hierarchical structure						
HL02	734	<b>Hierarchical Parent ID Number</b>	M	AN	1/12	Must use
<b>Description:</b> Identification number of the next higher hierarchical data segment that the data segment being described is subordinate to						
HL03	735	<b>Hierarchical Level Code</b>	M	ID	1/2	Must use
<b>Description:</b> Code defining the characteristic of a level in a hierarchical structure						
		<u>Code</u>		<u>Name</u>		
		O		Order		

**Comments:**

1. The HL segment is used to identify levels of detail information using a hierarchical structure, such as relating line-item data to shipment data, and packaging data to line-item data.
2. The HL segment defines a top-down/left-right ordered structure.
3. HL01 shall contain a unique alphanumeric number for each occurrence of the HL segment in the transaction set. For example, HL01 could be used to indicate the number of occurrences of the HL segment, in which case the value of HL01 would be "1" for the initial HL segment and would be incremented by one in each subsequent HL segment within the transaction.
4. HL02 identifies the hierarchical ID number of the HL segment to which the current HL segment is subordinate.
5. HL03 indicates the context of the series of segments following the current HL segment up to the next occurrence of an HL segment in the transaction. For example, HL03 is used to indicate that subsequent segments in the HL loop form a logical grouping of data referring to shipment, order, or item-level information.

# PRF Purchase Order Reference

Pos: 0500	Max: 1
Detail - Mandatory	
Loop: HL	Elements: 2

**User Option (Usage):** Must use

To provide reference to a specific purchase order

## 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>
PRF01	324	<b>Purchase Order Number</b>	M	AN	1/22	Must use

**Description:** Identifying number for Purchase Order assigned by the orderer/purchaser

PRF04	373	<b>Date</b>	O	DT	8/8	Used
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**Description:** Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year

## Semantics:

1. PRF04 is the date assigned by the purchaser to purchase order.

# TD1 Carrier Details (Quantity and Weight)

Pos: 1100	Max: 1
Detail - Optional	
Loop: HL	Elements: 2

**User Option (Usage):** Used

To specify the transportation details relative to commodity, weight, and quantity

## 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>
TD101	103	<b>Packaging Code</b>	M	AN	3/5	Must use
<b>Description:</b> Code identifying the type of packaging; Part 1: Packaging Form, Part 2: Packaging Material; if the Data Element is used, then Part 1 is always required						
		<u>Code</u>	<u>Name</u>			
		CTN	Carton			
		PLT	Pallet			
TD102	80	<b>Lading Quantity</b>	M	N0	1/7	Must use
<b>Description:</b> Number of units (pieces) of the lading commodity						



# REF Reference Information

Pos: 1500	Max: 1
Detail - Mandatory	
Loop: HL	Elements: 2

**User Option (Usage):** Must use

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	<b>Reference Identification Qualifier</b>	M	ID	2/3	Must use
		<b>Description:</b> Code qualifying the Reference Identification				
		<u>Code</u>		<u>Name</u>		
		IA		Internal Vendor Number		
REF02	127	<b>Reference Identification</b>	M	AN	1/50	Must use
		<b>Description:</b> Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier				

# Loop N1

Pos: 2200	Repeat: 1
	Optional
Loop: N1	Elements: N/A

**User Option (Usage):** Used

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

## Loop Summary:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Usage</u>
2200	N1	Party Identification	M	1		Must use

# N1 Party Identification

Pos: 2200	Max: 1
Detail - Mandatory	
Loop: N1	Elements: 4

**User Option (Usage):** Must use

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	<b>Entity Identifier Code</b>	M	ID	2/3	Must use
		<b>Description:</b> Code identifying an organizational entity, a physical location, property or an individual				
		<u>Code</u>		<u>Name</u>		
		BY		Buying Party (Purchaser)		
		Z7		Mark-for Party		
N102	93	<b>Name</b>	X	AN	1/60	Used
		<b>Description:</b> Free-form name				
N103	66	<b>Identification Code Qualifier</b>	M	ID	1/2	Must use
		<b>Description:</b> Code designating the system/method of code structure used for Identification Code (67)				
		<u>Code</u>		<u>Name</u>		
		92		Assigned by Buyer or Buyer's Agent		
N104	67	<b>Identification Code</b>	M	AN	2/80	Must use
		<b>Description:</b> Code identifying a party or other code				

## 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.

## User Note 1:

*Either By or Z7 N103 and N104 are required within the Ship To N1 loop*

# Loop HL

Pos: 0100	Repeat: 200000
Mandatory	
Loop: HL	Elements: N/A

**User Option (Usage):** Must use

To identify dependencies among and the content of hierarchically related groups of data segments

## Loop Summary:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Usage</u>
0100	HL	Hierarchical Level	M	1		Must use
1900	MAN	Marks and Numbers Information	M	1		Must use
0100		Loop HL	M		200000	Must use

**HL****Hierarchical Level**

<b>Pos: 0100</b>	<b>Max: 1</b>
<b>Detail - Mandatory</b>	
<b>Loop: HL</b>	<b>Elements: 3</b>

**User Option (Usage):** Must use

To identify dependencies among and the content of hierarchically related groups of data 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>
HL01	628	<b>Hierarchical ID Number</b>	M	AN	1/12	Must use
<b>Description:</b> A unique number assigned by the sender to identify a particular data segment in a hierarchical structure						
HL02	734	<b>Hierarchical Parent ID Number</b>	M	AN	1/12	Must use
<b>Description:</b> Identification number of the next higher hierarchical data segment that the data segment being described is subordinate to						
HL03	735	<b>Hierarchical Level Code</b>	M	ID	1/2	Must use
<b>Description:</b> Code defining the characteristic of a level in a hierarchical structure						
		<u>Code</u>		<u>Name</u>		
		P		Pack		

**Comments:**

1. The HL segment is used to identify levels of detail information using a hierarchical structure, such as relating line-item data to shipment data, and packaging data to line-item data.
2. The HL segment defines a top-down/left-right ordered structure.
3. HL01 shall contain a unique alphanumeric number for each occurrence of the HL segment in the transaction set. For example, HL01 could be used to indicate the number of occurrences of the HL segment, in which case the value of HL01 would be "1" for the initial HL segment and would be incremented by one in each subsequent HL segment within the transaction.
4. HL02 identifies the hierarchical ID number of the HL segment to which the current HL segment is subordinate.
5. HL03 indicates the context of the series of segments following the current HL segment up to the next occurrence of an HL segment in the transaction. For example, HL03 is used to indicate that subsequent segments in the HL loop form a logical grouping of data referring to shipment, order, or item-level information.

# MAN Marks and Numbers Information

Pos: 1900	Max: 1
Detail - Mandatory	
Loop: HL	Elements: 4

**User Option (Usage):** Must use

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	<b>Marks and Numbers Qualifier</b>	M	ID	1/2	Must use
<b>Description:</b> Code specifying the application or source of Marks and Numbers (87)						
		<u>Code</u>	<u>Name</u>			
		CP	Carrier-Assigned Package ID Number			
		GM	EAN.UCC Serial Shipping Container Code (SSCC) and Application Identifier			
MAN02	87	<b>Marks and Numbers</b>	M	AN	1/48	Must use
<b>Description:</b> Marks and numbers used to identify a shipment or parts of a shipment						
MAN04	88	<b>Marks and Numbers Qualifier</b>	X	ID	1/2	Used
<b>Description:</b> Code specifying the application or source of Marks and Numbers (87)						
		<u>Code</u>	<u>Name</u>			
		CP	Carrier-Assigned Package ID Number			
MAN05	87	<b>Marks and Numbers</b>	X	AN	1/48	Used
<b>Description:</b> Marks and numbers used to identify a shipment or parts of a shipment						

## Syntax Rules:

1. P0405 - If either MAN04 or MAN05 is present, then the other 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.

## User Note 1:

*Shipments going to a Spencers Store or Distribution Center -*

- *qualifier GM is required in MAN01*
- *MAN02 must be the SSCC-18 number*
- *If the shipment is being shipped by a Parcel Carrier (UPS, FEDEX), the Parcel Carriers Carton ID needs to be sent in MAN05 with MAN01 = CP*

# Loop HL

Pos: 0100	Repeat: 200000
Mandatory	
Loop: HL	Elements: N/A

**User Option (Usage):** Must use

To identify dependencies among and the content of hierarchically related groups of data segments

## Loop Summary:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Usage</u>
0100	HL	Hierarchical Level	M	1		Must use
0200	LIN	Item Identification	M	1		Must use
0300	SN1	Item Detail (Shipment)	M	1		Must use
0700	PID	Product/Item Description	M	3		Must use

**HL****Hierarchical Level**

<b>Pos: 0100</b>	<b>Max: 1</b>
<b>Detail - Mandatory</b>	
<b>Loop: HL</b>	<b>Elements: 3</b>

**User Option (Usage):** Must use

To identify dependencies among and the content of hierarchically related groups of data 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>
HL01	628	<b>Hierarchical ID Number</b>	M	AN	1/12	Must use
<b>Description:</b> A unique number assigned by the sender to identify a particular data segment in a hierarchical structure						
HL02	734	<b>Hierarchical Parent ID Number</b>	M	AN	1/12	Must use
<b>Description:</b> Identification number of the next higher hierarchical data segment that the data segment being described is subordinate to						
HL03	735	<b>Hierarchical Level Code</b>	M	ID	1/2	Must use
<b>Description:</b> Code defining the characteristic of a level in a hierarchical structure						
		<u>Code</u>		<u>Name</u>		
		I		Item		

**Comments:**

1. The HL segment is used to identify levels of detail information using a hierarchical structure, such as relating line-item data to shipment data, and packaging data to line-item data.
2. The HL segment defines a top-down/left-right ordered structure.
3. HL01 shall contain a unique alphanumeric number for each occurrence of the HL segment in the transaction set. For example, HL01 could be used to indicate the number of occurrences of the HL segment, in which case the value of HL01 would be "1" for the initial HL segment and would be incremented by one in each subsequent HL segment within the transaction.
4. HL02 identifies the hierarchical ID number of the HL segment to which the current HL segment is subordinate.
5. HL03 indicates the context of the series of segments following the current HL segment up to the next occurrence of an HL segment in the transaction. For example, HL03 is used to indicate that subsequent segments in the HL loop form a logical grouping of data referring to shipment, order, or item-level information.



# LIN Item Identification

<b>Pos: 0200</b>	<b>Max: 1</b>
<b>Detail - Mandatory</b>	
<b>Loop: HL</b>	<b>Elements: 8</b>

**User Option (Usage):** Must use

To specify basic item identification 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>
LIN02	235	<b>Product/Service ID Qualifier</b>	M	ID	2/2	Must use
<b>Description:</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234)						
		<u>Code</u>	<u>Name</u>			
		IN	Buyer's Item Number			
LIN03	234	<b>Product/Service ID</b>	M	AN	1/48	Must use
<b>Description:</b> Identifying number for a product or service						
LIN04	235	<b>Product/Service ID Qualifier</b>	X	ID	2/2	Used
<b>Description:</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234)						
		<u>Code</u>	<u>Name</u>			
		EN	EAN/UCC - 13			
		UK	GTIN 14-digit Data Structure			
		UP	UCC - 12			
		VA	Vendor's Style Number			
LIN05	234	<b>Product/Service ID</b>	X	AN	1/48	Used
<b>Description:</b> Identifying number for a product or service						
LIN06	235	<b>Product/Service ID Qualifier</b>	X	ID	2/2	Used
<b>Description:</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234)						
		<u>Code</u>	<u>Name</u>			
		EN	EAN/UCC - 13			
		UK	GTIN 14-digit Data Structure			
		UP	UCC - 12			
		VA	Vendor's Style Number			
LIN07	234	<b>Product/Service ID</b>	X	AN	1/48	Used
<b>Description:</b> Identifying number for a product or service						
LIN08	235	<b>Product/Service ID Qualifier</b>	X	ID	2/2	Used
<b>Description:</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234)						
		<u>Code</u>	<u>Name</u>			
		EN	EAN/UCC - 13			
		UK	GTIN 14-digit Data Structure			

		UP	UCC - 12				
		VA	Vendor's Style Number				
LIN09	234	<b>Product/Service ID</b>		X	AN	1/48	Used
		<b>Description:</b> Identifying number for a product or service					

### Syntax Rules:

1. P0405 - If either LIN04 or LIN05 is present, then the other is required.
2. P0607 - If either LIN06 or LIN07 is present, then the other is required.
3. P0809 - If either LIN08 or LIN09 is present, then the other is required.

### User Note 1:

*If the item is an assortment (SLN from the 850), each LIN02/03 within the pack must be the Spencer Item number from the PO1 segment on the PO. Quantity and Unit of Measure must also match data in PO1 segment*

# SN1 Item Detail (Shipment)

Pos: 0300	Max: 1
Detail - Mandatory	
Loop: HL	Elements: 2

**User Option (Usage):** Must use

To specify line-item detail relative 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>
SN102	382	<b>Number of Units Shipped</b>	M	R	1/10	Must use
<b>Description:</b> Numeric value of units shipped in manufacturer's shipping units for a line item or transaction set						
SN103	355	<b>Unit or Basis for Measurement Code</b>	M	ID	2/2	Must use
<b>Description:</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken						
		<u>Code</u>		<u>Name</u>		
		AS		Assortment		
		EA		Each		

# PID Product/Item Description

Pos: 0700	Max: 3
Detail - Mandatory	
Loop: HL	Elements: 3

**User Option (Usage):** Must use

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	<b>Item Description Type</b>	M	ID	1/1	Must use
		<b>Description:</b> Code indicating the format of a description				
		<u>Code</u>		<u>Name</u>		
		F		Free-form		
PID02	750	<b>Product/Process Characteristic Code</b>	M	ID	2/3	Must use
		<b>Description:</b> Code identifying the general class of a product or process characteristic				
		<u>Code</u>		<u>Name</u>		
		08		Product		
		74		Vendor size description		
		75		Buyer's Color Description		
PID05	352	<b>Description</b>	M	AN	1/80	Must use
		<b>Description:</b> A free-form description to clarify the related data elements and their content				

### User Note 1:

*Only the Product Description (PID02= 08) is required. All others are optional.*

# CTT Transaction Totals

Pos: 0100	Max: 1
Summary - Optional	
Loop: N/A	Elements: 1

**User Option (Usage):** Used

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

## Comments:

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

# SE Transaction Set Trailer

Pos: 0200	Max: 1
Summary - Mandatory	
Loop: N/A	Elements: 2

**User Option (Usage):** Must use

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	<b>Number of Included Segments</b>	M	N0	1/10	Must use
		<b>Description:</b> Total number of segments included in a transaction set including ST and SE segments				
SE02	329	<b>Transaction Set Control Number</b>	M	AN	4/9	Must use
		<b>Description:</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set				

## Comments:

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

# GE Functional Group Trailer

<b>Pos:</b>	<b>Max: 1</b>
<b>Not Defined - Mandatory</b>	
<b>Loop: N/A</b>	<b>Elements: 2</b>

**User Option (Usage):** Must use

To indicate the end of a functional group and to provide control 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>
GE01	97	<b>Number of Transaction Sets Included</b>	M	N0	1/6	Must use
		<b>Description:</b> Total number of transaction sets included in the functional group or interchange (transmission) group terminated by the trailer containing this data element				
GE02	28	<b>Group Control Number</b>	M	N0	1/9	Must use
		<b>Description:</b> Assigned number originated and maintained by the sender				

## Semantics:

1. The data interchange control number GE02 in this trailer must be identical to the same data element in the associated functional group header, GS06.

## 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:	Max: 1
Not Defined - Mandatory	
Loop: N/A	Elements: 2

**User Option (Usage):** Must use

To define the end of an interchange of zero or more functional groups and interchange-related control 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>
IEA01	I16	<b>Number of Included Functional Groups</b>	M	N0	1/5	Must use
		<b>Description:</b> A count of the number of functional groups included in an interchange				
IEA02	I12	<b>Interchange Control Number</b>	M	N0	9/9	Must use
		<b>Description:</b> A control number assigned by the interchange sender				