



Implementation Guide

Purchase Order

(Electronic document 850 ANSI X.12)



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I. IDENTIFICATION

COMPANY

UAP INC.

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Montréal, Québec
H1N 2B3
Phone: (514) 256-5031
Fax: (514) 256-8469
Web page: <http://www.uapinc.com/>

CONTACTS

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Fax : (450) 463-4720
E-mail: dlefebvre@uapinc.com

EDI COORDINATOR FOR THE DATA PROCESSING DEPARTMENT

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Montréal, Québec
H1N 3E2
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EDI FIRST LEVEL SUPPORT

Phone: CAN 1-800-465-5031
US 514-256-0957

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II. TECHNICAL PARAMETERS

VALUE ADDED NETWORKS (VAN)

Network:	EasyLink (GPC net)
Mailbox identification:	Qualifier: 01 (Dun & Bradstreet)
	Identification: 202362737

DOCUMENT SEPARATORS

Description	Text	Hex
Element separator		7C
Sub-Element Separator	>	3E
Segment separator	~	7E

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III. SET UP PROCEDURE

SETUP BY THE EDI COORDINATOR

Using the inquiry information, the setup to exchange EDI documents with the supplier is done and a test transaction with dummy part numbers is prepared.

TESTS PROCEDURE

Those steps shall be respect for the implementation of an EDI Purchase Order or for the implementation of a new version of the implementation guide of an EDI Purchase Order.

1. We select an old purchase order from UAP.
2. With this purchase order we create two tests EDI purchase order.
 - a. One purchase order will be in the format of the distribution centers
 - b. The other will be in the format of a drop ship order, if applicable.
3. The EDI purchase orders are sent to the supplier and in turn, they send back an EDI functional acknowledgment document.
4. We check if the EDI software is able to acknowledge the EDI purchase order.
5. The supplier has to verify the quality of the transmitted information and check if the integration of the purchase order document in their order process is good.
6. Steps 3, 4 and 5 shall be repeated until each party is satisfied.

CONTRACT

UAP have established a specific contract form for Electronic Data Interchange.

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IV. LIST OF SEGMENTS

ISA	INTERCHANGE CONTROL HEADER
GS	FUNCTIONAL GROUP HEADER
ST	TRANSACTION SET HEADER
BEG	BEGINNING SEGMENT FOR P.O.
CUR	CURRENCY
REF	REFERENCE IDENTIFICATION
PER	ADMINISTRATIVE COMMUNICATIONS CONTACT
DTM	DATE/TIME REFERENCE
N9	REFERENCE IDENTIFICATION
MSG	MESSAGE TEXT
N1	NAME
N2	ADDITIONAL NAME INFORMATION
N3	ADDRESS INFORMATION
N4	GEOGRAPHIC LOCATION
PO1	PURCHASE ORDER BASELINE ITEM DATA
PID	PRODUCT/ITEM DESCRIPTION
CTT	TRANSACTION TOTALS
SE	TRANSACTION SET TRAILER
GE	FUNCTIONAL GROUP TRAILER
IEA	INTERCHANGE CONTROL TRAILER

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V. TRANSACTIONS

Heading:

	Pos. No.	Seg. ID Name	Req. Des.	Max. Use	Loop Repeat	Notes and Comments
Must Use	010	ST Transaction Set Header	M	1		
Must Use	020	BEG Beginning Segment for PO	M	1		
	040	CUR Currency	M	1		
	050	REF Reference Identification	O	1		
	060	PER Admin. Communication Contact	O	3		
	150	DTM Date/Time Reference	O	1		

	295	LOOP ID - N9			1000	
		N9 Reference Identification	O	1		
	300	MSG Message Text	O	1000		

		LOOP ID - N1			3	
Must Use	310	N1 Name	O	1		
	320	N2 Additional Name Info	O	1		
	330	N3 Address Information	O	1		
	340	N4 Address Information	O	1		

Detail:

	Pos. No.	Seg. ID Name	Req. Des.	Max. Use	Loop Repeat	Notes and Comments
Must Use	010	LOOP-ID - PO1			100000	
		P01 Baseline Item Data	M	1		
	060	LOOP ID - PID			1000	
		PID Product/Item Description	O	1		

Summary:

	Pos. No.	Seg. ID Name	Req. Des.	Max. Use	Loop Repeat	Notes and Comments
Must Use	070	CTT Transaction Totals	M	1		
Must Use	080	SE Transaction Set Trailer	M	1		

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DETAIL OF SEGMENTS

SEGMENT : **ISA Interchange Control Header**

LEVEL : CONTROL HEADER
 LOOP : N/A
 USAGE : 1/1
 PURPOSE : IDENTIFY THE BEGINNING OF AN INTERCHANGE

Ref	Ele. ID	Name	Attributes	Comments
ISA01	101	Authorization Information Qualifier	M ID 02/02	"00"
ISA02	102	Authorization Information	M AN 10/10	Blanks
ISA03	103	Security information Qualifier	M ID 02/02	"00"
ISA04	104	Security Information	M AN 10/10	Blanks
ISA05	105	Interchange ID Qualifier	M ID 02/02	"01"
ISA06	106	Interchange Sender ID	M ID 15/15	"202362737"
ISA07	105	Interchange ID Qualifier	M ID 02/02	Supplier ID qualifier
ISA08	107	Interchange Receiver ID	M ID 15/15	Supplier ID Code
ISA09	108	Interchange Date	M DT 06/06	Transmission date YYMMDD
ISA10	109	Interchange Time	M TM 04/04	Transmission time HHMM
ISA11	110	Interchange Standard ID	M ID 01/01	"U"
ISA12	111	Interchange version ID	M ID 05/05	"00401"
ISA13	112	Interchange control ID	M NO 09/09	Seq. Number starts at 1 and increase by 1 for each ISA
ISA14	113	Acknowledgment	M ID 01/01	"0"
ISA15	114	Test Indicator	M ID 01/01	"P" Production and "T" Tests
ISA16	115	Sub-element Separator	M AN 01/01	

SAMPLE: ISA|00| |00| |01|202362737 |01|123456789 |010611|0815|U|00401|000000001|0|P|>~

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DETAIL OF SEGMENTS

SEGMENT : **GS** Functional Group Header

LEVEL : HEADER
 LOOP : N/A
 USAGE : 1/1
 PURPOSE : IDENTIFY THE BEGINNING OF A GROUP OF DOCUMENTS

Ref	Ele. ID	Name	Attributes	Comments
GS01	479	Functional ID Code	M ID 02/02	" PO " – Purchase Order
GS02	142	Application Sender's Code	M AN 02/15	" 202362737 "
GS03	124	Application Receiver's Code	M AN 02/15	Supplier ID Code
GS04	373	Date	M DT 08/08	Group transmission Date YYYYMMDD
GS05	337	Time	M TM 04/08	Group transmission Time HHMM
GS06	28	Group Control Number	M NO 01/09	Sequential number starting at 1
GS07	455	Responsible Agency Code	M ID ½	" X "
GS08	480	Version/Release/Industry ID Code	M ID 01/12	" 004010 "

SAMPLE: GS|PO|202362737|123456789|20010611|0815|10001|X|004010~

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DETAIL OF SEGMENTS

SEGMENT : ST Transaction Set Header

LEVEL : HEADER
LOOP : N/A
USAGE : 1/1
PURPOSE : IDENTIFY THE BEGINNING OF A DOCUMENT

Ref.	Ele. ID	Name	Attributes	Comments
ST01	143	Transaction Set Identifier Code	M ID 03/03	"850" – Purchase Order
ST02	329	Transaction Set Control Number	M AN 04/09	Unique seq. number assigned to each document of a functional group. Starting at 1 and increasing by 1 for each subsequent document.

SAMPLE: ST|850|0001~

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DETAIL OF SEGMENTS

SEGMENT : **BEG** Beginning Segment for P.O.

LEVEL : HEADER
 LOOP : N/A
 USAGE : 1/1
 PURPOSE : IDENTIFY THE PURCHASE ORDER

Ref.	Ele. ID	Name	Attributes	Comments
BEG01	353	Transaction Set Purpose Code	M ID 02/02	"00" – Original Order
BEG02	92	P.O. Type Code	M ID 02/02	"NE" – New Order
BEG03	324	P.O. Number	M AN 01/22	UAP Purchase Order Number Ex. 0052-12345 (Distr. Centers) 003695051901 (Stores)
BEG04	328	Release Number	O AN 01/30	Not used
BEG05	373	Date	M DT 08/08	P.O. Date YYYYMMDD
BEG06	367	Contract Number	O AN 01/30	Not used
BEG07	587	Acknowledge Type	O ID 02/02	Not used
BEG08	1019	Invoice Type Code	O ID 03/03	Not used
BEG09	1166	Contact Type Code	O ID 02/02	Not used
BEG06	1232	Purchase Category	O ID 02/02	Not used
BEG07	786	Security Level Code	O ID 02/02	Not used
BEG08	640	Transaction Type Code	O ID 02/02	Not used

Note: Refer to "Identification of the EDI P.O. at UAP" later in this document for a description of the P.O. number format.

SAMPLES: BEG|00|NE|0052-12345||20010611~
 or
 BEG|00|NE|003695051901||20010611~

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DETAIL OF SEGMENTS

SEGMENT : CUR Currency In Transaction

LEVEL : HEADER

LOOP : N/A

USAGE : 1/1 (MANDATORY)

PURPOSE : IDENTIFY THE CURRENCY FOR UNIT PRICE IN THE PURCHASE ORDER

Ref.	Ele. ID	Name	Attributes	Comments
CUR01	98	Entity Identifier Code	M ID 02/03	" BY " – Buying Party (Purchaser)
CUR02	100	Currency Code	M ID 03/03	" USD " – U.S. dollars " CAD " – Canadian dollars
CUR03 To CUR21				Not used

SAMPLES: CUR|BY|USD~

or

CUR|BY|CAD~

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DETAIL OF SEGMENTS

SEGMENT : REF Reference Identification

LEVEL : HEADER
LOOP : N/A
USAGE : 0/1 (OPTIONAL)
PURPOSE : TO SPECIFY IDENTIFYING INFORMATION

Ref.	Ele. ID	Name	Attributes	Comments
REF01	128	Reference Identification Qualifier	M ID 02/03	"PD" – Promotion/Deal Number
REF02	127	Reference Identification	X AN 01/30	FOTable value
REF03	352	Description	X AN 01/80	Not used

Note: **FOTable will be sent in every order.**

SAMPLES: REF|PD|P00160~

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DETAIL OF SEGMENTS

SEGMENT : PER Administrative Communications Contact

LEVEL : HEADER
 LOOP : N/A
 USAGE : 0/1 (OPTIONAL)
 PURPOSE : IDENTIFY THE CONTACT AT UAP REGARDING THIS P.O.

Ref.	Ele. ID	Name	Attributes	Comments
PER01	366	Contact Function Code	M ID 02/02	" IC " – Information contact
PER02	93	Name	X AN 01/60	Name
PER03	365	Communication Number Qualifier	X ID 02/02	" TE " – Telephone number
PER04	364	Communication Number	X AN 01/80	Phone number
PER05	365	Communication Number Qualifier	X ID 02/02	" FX " – Fax number
PER06	364	Communication Number	X AN 01/80	Fax number
PER07	365	Communication Number Qualifier	X ID 02/02	Not used
PER08	364	Communication Number	X AN 01/80	Not used
PER04	443	Contact Inquiry Reference	O AN 01/20	Not used

Note: If we use the PER segment, the name and/or the communication number fields will be present.

SAMPLE: PER|IC|Danielle Guay|TE|514-256-5031|FX|514-256-9349~

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DETAIL OF SEGMENTS

SEGMENT : DTM Date/Time Reference

LEVEL : HEADER
LOOP : N/A
USAGE : 0/1 (OPTIONAL)
PURPOSE : TO SPECIFY PERTINENT DATES AND TIMES

Ref.	Ele. ID	Name	Attributes	Comments
DTM01	374	Date/Time Qualifier	M ID 03/03	"002" – Delivery requested
DTM02	373	Date	X DT 08/08	Date
DTM03	337	Time	X TM 04/08	Not used
DTM04	623	Time Code	O ID 02/02	Not used
DTM05	1250	Date Time Period Format Qualifier	X ID 02/03	Not used
DTM06	1251	Date Time Period	X AN 01/35	Not used

SAMPLE: DTM|002I20010612~

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DETAIL OF SEGMENTS

SEGMENT : N9 Reference Identification

LEVEL : HEADER

LOOP : N9

USAGE : 0/1 (OPTIONAL)

PURPOSE : TO TRANSMIT IDENTIFYING INFORMATION AS SPECIFIED BY THE REFERENCE IDENTIFICATION QUALIFIER.

Ref.	Ele. ID	Name	Attributes	Comments
N901	128	Reference Identification Qualifier	M ID 02/03	"L1" – Letters or Notes "IA" – Vendor number
N902	127	Reference Identification	X AN 01/30	Not used
N903	352	Free-Form Description	X AN 01/45	"SEE FOLLOWING MESSAGE"
N904	373	Date	O DT 08/08	Not used
N905	337	Time	X TM 04/08	Not used
N906	352	Time Code	O ID 02/02	Not used
N907	CO04	Reference Identifier	O	Not used

Note: This segment is mandatory if the MSG segment is used.

SAMPLES: N9|L1||SEE FOLLOWING MESSAGE

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DETAIL OF SEGMENTS

SEGMENT : MSG Message Text

LEVEL : HEADER
LOOP : N9
USAGE : 0/1000 (OPTIONAL)
PURPOSE : TO PROVIDE A FREE-FORM FORMAT THAT ALLOWS THE TRANSMISSION OF TEXT INFORMATION

Ref.	Ele. ID	Name	Attributes	Comments
MSG01	933	Free-Form Message Text	M AN 1/264	Devise du PO / PO Currency or other comments
MSG02	934	Printer Carriage Control Code	X ID 02/02	Not used
MSG03	1470	Number	O NO 01/09	Not used

Note: This information must be visible to the people processing the purchase orders. Information concerning: discounts, transportation, back-orders, special instructions, etc. can be found in this note segment.

There will be at least one message line with the PO currency.

SAMPLES: MSG|PLEASE SHIP PURO RUSH~
MSG|PLEASE SHIP PURO IF UNDER 200PNDS~
MSG|ADDIT. 10% DSCNT~
MSG|PLEASE SHIP ALL B/O~
MSG|FREE GOODS FOR ORDER 0052-00012~

MSG|Devise du PO / PO Currency : CAD~
Or
MSG|Devise du PO / PO Currency : USD~

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DETAIL OF SEGMENTS

SEGMENT : N1 Name

LEVEL : HEADER

LOOP : N1

USAGE : 1/1 (MANDATORY)

PURPOSE : TO IDENTIFY A PARTY BY TYPE OF ORGANIZATION, NAME AND CODE.

Ref.	Ele. ID	Name	Attributes	Comments
N101	98	Entity Identifier Code	M ID 02/03	"ST" – Ship to "BT" – Bill to "SU" – Supplier
N102	93	Name	M AN 01/60	Name of the entity
N103	66	Identification Code qualifier	M ID 01/02	"92" – Assigned by Buyer
N104	67	Identification Code	M ID 02/80	Code identifying a party.
N105	706	Entity Relationship Code	O ID 02/02	Not used
N106	98	Entity Identifier Code	O ID 02/03	"WH" – Warehouse "SN" – Store (drop ship)

Note: If the N101 is "ST" N102 is UAP's entity name and N104 is UAP's entity code.

If the N101 is "BT" N102 is "UAP inc." and N104 is "90901".

If the N101 is "SU" N102 is the supplier name and N104 is the UAP's supplier number.

SAMPLES: N1|ST|UAP/NAPA C.D. MONTREAL|92|00520000||WH~

or

N1|ST|UAP HAIG|92|00520036||SN~

or

N1|BT|UAP INC.|92|90901~

or

N1|SU|KNIGHT REBUILDING|92|012800~

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DETAIL OF SEGMENTS

SEGMENT : N2 Additional Name Information

LEVEL : HEADER
LOOP : N1
USAGE : 0/1 (OPTIONAL)
PURPOSE : TO SPECIFY ADDITIONAL NAMES

Ref.	Ele. ID	Name	Attributes	Comments
N201	93	Name	M AN 01/60	"A/S COMPTES A PAYER" (French translation of "Accounts payable")
N202	93	Name	O AN 01/60	Not used

Note: This segment is only used when the N1 segment is the bill to.

SAMPLE: N2|A/S COMPTES A PAYER~

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DETAIL OF SEGMENTS

SEGMENT : N3 Address Information

LEVEL : HEADER

LOOP : N1

USAGE : 0/1 (OPTIONAL)

PURPOSE : IDENTIFY THE ADDRESS OF THE "SHIP TO" LOCATION

Ref.	Ele. ID	Name	Attributes	Comments
N301	166	Address Information	M AN 01/55	Address
N302	166	Address Information	O AN 01/55	Address

SAMPLE FOR STORE: N3|2085 HAIG|MONTREAL ~

SAMPLE FOR DC: N3|2095, av. Haig~

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DETAIL OF SEGMENTS

SEGMENT : **N4** Geographic Location

LEVEL : HEADER
 LOOP : N1
 USAGE : 0/1 (OPTIONAL)
 PURPOSE : IDENTIFY THE ADDRESS OF THE "SHIP TO" LOCATION

Ref.	Ele. ID	Name	Attributes	Comments
N401	19	City Name	M AN 02/30	The city name.
N402	156	State or Province Code	M ID 02/02	"AB" Alberta "BC" British Columbia "MB" Manitoba "NB" New Brunswick "NL" Newfoundland & Labrador "NS" Nova Scotia "NT" North West Territories "NU" Nunavut "ON" Ontario "PE" Prince Edward Island "QC" Québec "SK" Saskatchewan "YT" Yukon Territory
N403	116	Postal Code	M ID 03/15	Ex: H1N3E2
N404	26	Country Code	O ID 02/03	"CAD" – Canada
N405	309	Location Qualifier	X ID 01/02	Not used
N406	310	Location Identifier	O AN 01/30	Not used

Notes:

SAMPLE: N4|Montreal|QC|H1N3E2~

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DETAIL OF SEGMENTS

SEGMENT : PO1 Purchase Order Baseline Item

LEVEL : DETAIL
 LOOP : PO1
 USAGE : 1/100000 (MANDATORY)
 PURPOSE : IDENTIFY A PURCHASE ORDER ITEM

Ref.	Ele. ID	Name	Attributes	Comments
PO101	350	Assigned Identification	M AN 01/20	Line number, will be needed for future documents.
PO102	330	Quantity Ordered	M R 01/15	
PO103	355	Unit of Measurement Code	O ID 02/02	Unit of measure
PO104	212	Unit Price	X R 01/17	For drop shipment P.O. the price will be 0.
PO105	639	Basis of Unit Price Code	O ID 02/02	"CP" – Current price
PO106	235	Product/Service ID Qualifier	O ID 02/02	"VP" – Vendor part number
PO107	234	Product/Service ID	O AN 01/48	Part number (See note)
PO108	235	Product/Service ID Qualifier	O ID 02/02	"PI" – Purchaser part number
PO109	234	Product/Service ID	O AN 01/48	Part number (See note)
PO110	235	Product/Service ID Qualifier	O ID 02/02	"ZZ" – Mutually Defined
PO111	234	Product/Service ID	O AN 01/48	UAP Product line code (3 letters)

Notes: If PO105 is present then PO104 is required.

UAP uses its part numbers to order products from the suppliers. The "UAP part number" is usually the part number as it appears on the supplier price list.

The use of the "Vendor part number" is a requirement for some suppliers who needed to receive the part number with this code. Its content is the same as the "Purchaser part number".

A "UAP part number" includes 1 to 15 characters.

The UAP product line code is given for the convenience of some suppliers.

SAMPLES: PO1|101|2|EA|123.45|CP|VP|B333|PI|B333|ZZ|UNB~
 PO1|1|1|GL|0|CP|VP|A921-123|PI|A921-123|ZZ|ABC~

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DETAIL OF SEGMENTS

SEGMENT : PID Product/Item Description

LEVEL : DETAIL

LOOP : PO1

USAGE : 0/1000 (OPTIONAL)

PURPOSE : TO DESCRIBE A PRODUCT OR PROCESS IN CODED OR FREE-FORM FORMAT.

Ref.	Ele. ID	Name	Attributes	Comments
PID01	349	Item Description Type	M ID 01/01	"F" – Free-form text
PID02	750	Product/Process Characteristic Code	O ID 02/03	Not used
PID03	559	Agency Qualifier Code	X ID 02/02	Not used
PID04	751	Product Description Code	X R4 01/17	Not used
PID05	352	Description	X AN 01/80	
PID06	752	Surface/Layer/Position Code	O ID 02/02	Not used
PID07	822	Source Subqualifier	O AN 01/15	Not used
PID08	1073	Yes/No Condition or Response Code	M ID 01/01	Not used
PID09	819	Language Code	O ID 02/03	Not used

SAMPLES: PID|F||||MOTOR PARTS~

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DETAIL OF SEGMENTS

SEGMENT : CTT Transaction Totals

LEVEL : SUMMARY
LOOP : N/A
USAGE : 1/1 (MANDATORY)
PURPOSE : CONTAINS CONTROL TOTALS FOR A DOCUMENT

Ref.	Ele. ID	Name	Attributes	Comments
CTT01	354	Number of Line Items	M NO 01/06	Number of line items (PO1) for the P.O.
CTT02	347	Hash Total	M R 01/10	Sum of the Quantities Ordered (PO102) for the P.O.
CTT03	81	Weight	X R 01/10	Not used
CTT04	355	Unit of Measurement Code	X ID 02/02	Not used
CTT05	183	Volume	X R 01/08	Not used
CTT06	355	Unit of Measurement Code	X ID 02/02	Not used
CTT07	352	Description	O AN 01/80	Not used

SAMPLE: CTT|3|4~

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DETAIL OF SEGMENTS

SEGMENT : SE Transaction Set Trailer

LEVEL : SUMMARY
LOOP : N/A
USAGE : 1/1 (MANDATORY)
PURPOSE : INDICATES THE END OF A DOCUMENT

Ref.	Ele. ID	Name	Attributes	Comments
SE01	96	Number of Included Segments	M NO 01/10	Total number of segments in the document including ST and SE
SE02	329	Transaction Set Control Number	M AN 04/09	Must be the same as ST02

SAMPLE: SE|37|0001~

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DETAIL OF SEGMENTS

SEGMENT : GE Functional Group Trailer

LEVEL : TRAILER
LOOP : N/A
USAGE : 1/1 (MANDATORY)
PURPOSE : INDICATES THE END OF A FUNCTIONAL GROUP

Ref.	Ele. ID	Name	Attributes	Comments
GE01	97	Number of Transactions Sets Included	M NO 01/06	Number of documents included in the functional group
GE02	28	Group Control Number	M NO 01/09	Must be the same as GS06

SAMPLE: GE|1|1~

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DETAIL OF SEGMENTS

SEGMENT : IEA Interchange Control Trailer

LEVEL : CONTROL TRAILER

LOOP : N/A

USAGE : 1/1 (MANDATORY)

PURPOSE : INDICATES THE END OF AN INTERCHANGE

Ref.	Ele. ID	Name	Attributes	Comments
IEA01	116	Number of Included Functional Groups	M NO 01/05	Number of segments GS included between the ISA and the IEA
IEA02	112	Interchange Control Number	M NO 09/09	Must be the same as ISA13

SAMPLE: IEA|1|000000001~

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SAMPLE OF AN EDI INTERCHANGE

ISA|00| |00| |01|202362737 |01|123456789 |010611|0815|U|00401|000000001|0|P|>~
GS|PO|202362737|123456789|20010611|0815|10001|X|004010
ST|850|0001~
BEG|00|NE|0052-12345||20010611~
CUR|BY||CAD~
DTM|002|20010612~
N9|L1||SEE FOLLOWING MESSAGE
MSG|PLEASE SHIP PURO RUSH~
N1|ST|UAP/NAPA C.D. MONTREAL|92|00520000||WH~
N3|2095 HAIG|MONTREAL, QC~
N4|MONTREAL|QC|H1N3E2~
N1|BT|UAP INC.|92|90901~
N2|A/S COMPTES A PAYER~
N3|7025 ONTARIO EST~
N4|MONTREAL|QC|H1N2B3|CAD~
N1|SU|KNIGHT REBUILDING|92|012800~
PO1|101|1|EA|15.28|CP|PI|454-179|VP|454-179|ZZ|UNA~
PO1|102|24|QT|2.7613|CP|PI|B914|VP|B914|ZZ|UNB~
CTT|2|25~
SE|15|0001~
ST|850|0002~
BEG|OO|NE|003695051901||20010611~
REF|PD|P00160~
PER||C|David Cyr|TE|514-256-5031|FX|514-256-9349~
N1|ST|UAP HAIG|92|00520036||SN~
N3|2085 HAIG|MONTREAL QUEBEC~
N3|H1N 3E2~
N4|N/A|QC|H1N3E2|CD~
N1|BT|UAP INC.|92|90901~
N2|A/S COMPTES A PAYER~
N3|7025 ONTARIO EST~
N4|MONTREAL|QC|H1N2B3|CD~
N1|SU|Knight Rebuilding Inc.|92|011200~
PO1|1|12|KT|0|CP|PI|CXA3837|VP|CXA3837|ZZ|ABC~
PO1|2|5|RL|0|CP|PI|5964|VP|5964|ZZ|ABC~
CTT|2|17~
SE|16|0002~
GE|2|10001~
IEA|1|000000001~

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VI. ORGANIZATION OF THE EDI PURCHASE ORDER

This section will describe UAP format for the EDI purchase order.

GENERAL PURCHASING STRUCTURE OF UAP

Most EDI purchase orders are done through UAP's distribution centers. "Drop Ship Orders" are orders coming from UAP stores and will only be sent to suppliers that have agreed to receive such purchase orders. UAP Distribution Centers are the main suppliers of the UAP stores.

For suppliers who are receiving purchase orders from the stores, they **will not** be advised of any changes to store information. If the supplier maintains UAP Store information, UAP is not responsible for orders sent by new stores not defined in the supplier's database. Therefore, a supplier's system must be able to handle either order from new stores or from stores that change location.

Here are some examples of changes to stores that may occur:

- A new store may open.
- The store number may change.
- The ownership of a store may change.
- A store may change location or close.

All EDI transmission from distribution centers and stores are sent from the head office.

SHIP-TO CODE FORMAT

The N104 consist of an eight digits that identifies UAP's unique ship-to code. The first four digits identify the distribution centers. The last four digits identify the drop ship location.

DISTRIBUTION CENTER SHIP-TO CODE

Ex. When sending an order from Toronto D.C., the N1 segment is:

N1|ST|UAP/NAPA D.C. TORONTO|92|01660000||WH~

In this example, the ship-to code 01660000 represents the Toronto's D.C. number.

You will find a list of UAP Distribution Centers in the following pages. UAP's store numbers and addresses are listed in UAP's early directory. Please contact the EDI Analyst to obtain a directory.

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VI. ORGANIZATION OF THE EDI PURCHASE ORDER (Continued...)

STORE SHIP-TO CODE

Ex. When sending an order from store number 0144 being assigned to the Toronto D.C., the N1 segment contains:

N1|ST|92|01660144

In this example, 0166 is the D.C. number and the 0144 the store number

The supplier must deliver or send the merchandise to the SHIP TO address supplied on the EDI purchase order if not otherwise specified by UAP personal.

EDI PURCHASE ORDER FORMAT

DISTRIBUTION CENTER PURCHASE ORDER

In an order, every line items of this P.O. are sent to one supplier. The purchase order number from a distribution center is unique throughout UAP and its format is as follow:

Ex. 0052-12345 where 0052 is the Distribution Center number and 12345 is a sequential number

STORE PURCHASE ORDER

Sent only to a supplier who belongs to the "Drop Ship" program. A "Drop Ship Order" may be split and sent to different suppliers or supplier locations. Individual order line items will not be split. The format of the "Drop Ship Order" number is as follow:

Ex. 003695051901 where 0036 is the store number within its D.C.
000517 is the date the P.O. was originally created
01 is a sequential number

UNIT PRICE

Since various discounts may apply to the products for a "Drop Ship Order", UAP sets the Unit Price to zero for this type of order.

The unit price supplied on the baseline item of the purchase order could not be accurate with the price UAP expects to pay for the item.

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VII. ADRESSES AND ENTITY NUMBERS

Here is a list of the Distribution Centers for UAP and TW Distribution with the address and the identification used in the N104 segment to identify them.

(Note: The addresses are shown here for reference only. The SHIP TO address is generally supplied on the EDI purchase order itself.)

UAP DC LISTING

Entity Number N104 qual ST	Name and Address	Phone Number
00050000	NAPA C.D. Québec 2010 Lavoisier Ste-Foy, QC, G1N 4L3	(418) 688-8131
00500000	NAPA D.C. Moncton 325 Edinburgh Dr. Moncton, NB, E1E 4A6	(506) 857-4212
00520000	NAPA C.D. Montréal 2095 Haig avenue Montréal, QC, H1N 3E2	(514) 252-1127
00700000	NAPA D.C. Ottawa 830 Industrial Rd, Unit 12-19 Ottawa, ON, K1G 4B8	(613) 244-3511
01280000	Centre de Redistribution 2025 Haig avenue Montréal, QC, H1N 3E2	(514)256-5031
01660000	NAPA D.C. Toronto 525 Boxwood Drive Cambridge, ON, N3E 1A5	(519) 650-4444
01880000	NAPA D.C. Edmonton 17310 - 111 th Avenue N.W. Edmonton, AB, T5S 0A8	(780) 455-9151
02020000	NAPA D.C. Calgary 5530 - 3rd St. SE Calgary, AB,T2H 1J9	(403) 212-4600

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VII. LIST OF DISTRIBUTION CENTERS AND BILL-TO ADDRESSES (Continued...)

02060000	NAPA D.C. Kelowna 1901 Windsor Rd. Kelowna, BC, V1Y 4R6	(250) 860-6233
03050000	NAPA D.C. Vancouver 9325 200 th St, Unit 100 Langley, BC, V1M 3A7	(604) 881-1600
05340000	NAPA D.C. Winnipeg 1777 Ellice Ave Winnipeg, MB, R3H 0B4	(204) 779-6200

TW DISTRIBUTION DC LISTING

Entity Number N104 qual ST	Name and Address	Phone Number
01240000	Western Region 18532 – 116 th Avenue Edmonton, AB, T5S 2W8	(780) 489-3300
02800000	Eastern Region 2500 de la Metropole Longueuil, QC, J4G 1E6	(514) 251-2348
02830000	Central Region 6885 Menway Court Mississauga, ON, L5S 1W2	(905) 672-0400

CADEL DC LISTING

Entity Number N104 qual ST	Name and Address	Phone Number
00860000	Eastern Region 1080, Montee de Liesse Montreal, QC, H3S 1J4	(514) 331-4616
01860000	Central Region 5425 Maingate Dr. Mississauga, ON, L4W 1G6	(905) 629-7979
05510000	Pacific Region 20121 – 100A Avenue Langley, BC, V1M 3X6	(604) 882-9966

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BILL TO ADDRESS

There is only one BILL TO location for all the UAP purchase orders and its identifier is **90901**.

UAP Inc.
A/S COMPTES A PAYER
7025 Ontario Est.
Montréal, QC, Canada
H1N 2B3