

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
040	CUR	Currency	O	1			Used
050	REF	Reference Identification	O	>1			Used
070	TAX	Tax Reference	O	>1			Used
080	FOB	F.O.B. Related Instructions	O	>1			Used
130	ITD	Terms of Sale/Deferred Terms of Sale	O	>1			Used
150	DTM	Date/Time Reference	O	10			Used
240	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12			Used
280	CTB	Restrictions/Conditions	O	5			Used
LOOP ID - N1					200		
310	N1	Name	O	1			Used
320	N2	Additional Name Information	O	2			Used
330	N3	Address Information	O	2			Used
340	N4	Geographic Location	O	>1			Used
360	PER	Administrative Communications Contact	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>
LOOP ID - PO1					100000		
010	PO1	Baseline Item Data	M	1		N2/010	Must use
LOOP ID - PID					1000		
050	PID	Product/Item Description	O	1			Used
100	REF	Reference Identification	O	>1			Used
LOOP ID - SCH					200		
295	SCH	Line Item Schedule	O	1		N2/295	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
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.

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	M	ID	3/3	Must use
		Description: Code uniquely identifying a Transaction Set				
		<u>Code</u>		<u>Name</u>		
		850		Purchase Order		
ST02	329	Transaction Set Control Number	M	AN	4/9	Must use
		Description: Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set				
		Notes: <i>Must be unique within the group.</i>				

Semantics:

1. 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	M	ID	2/2	Must use
		Description: Code identifying purpose of transaction set				
		<u>Code</u>		<u>Name</u>		
		00		Original		
		06		Confirmation		
BEG02	92	Purchase Order Type Code	M	ID	2/2	Must use
		Description: Code specifying the type of Purchase Order				
		<u>Code</u>		<u>Name</u>		
		CN		Consigned Order		
		RR		Repair and Return		
		SA		Stand-alone Order		
		SO		Shipped Order		
		SS		Supply or Service Order		
		UE		Unit Exchange		
		WO		Warranty Order		
BEG03	324	Purchase Order Number	M	AN	1/22	Must use
		Description: Identifying number for Purchase Order assigned by the orderer/purchaser				
BEG04	328	Release Number	O	AN	1/30	Used
		Description: Number identifying a release against a Purchase Order previously placed by the parties involved in the transaction				
BEG05	373	Date	M	DT	8/8	Must use
		Description: Date expressed as CC YYMMDD				
BEG06	367	Contract Number	O	AN	1/30	Used
		Description: Contract number				

Semantics:

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

CUR Currency

Pos: 040	Max: 1
Heading - Optional	
Loop: N/A	Elements: 2

To specify the currency (dollars, pounds, francs, etc.) used in a transaction

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>
CUR01	98	Entity Identifier Code	M	ID	2/3	Must use
		Description: Code identifying an organizational entity, a physical location, property or an individual				
		<u>Code</u>		<u>Name</u>		
		BY		Buying Party (Purchaser)		
CUR02	100	Currency Code	M	ID	3/3	Must use
		Description: Code (Standard ISO) for country in whose currency the charges are specified				
		<u>Code</u>		<u>Name</u>		
		CAD		Canadian Dollar		
		USD		US Dollar		

Syntax:

1. CUR08 C0807 -- If CUR08 is present, then CUR07 is required
2. CUR09 C0907 -- If CUR09 is present, then CUR07 is required
3. CUR10 L101112 -- If CUR10 is present, then at least one of CUR11 or CUR12 is required.
4. CUR11 C1110 -- If CUR11 is present, then CUR10 is required
5. CUR12 C1210 -- If CUR12 is present, then CUR10 is required
6. CUR13 L131415 -- If CUR13 is present, then at least one of CUR14 or CUR15 is required.
7. CUR14 C1413 -- If CUR14 is present, then CUR13 is required
8. CUR15 C1513 -- If CUR15 is present, then CUR13 is required
9. CUR16 L161718 -- If CUR16 is present, then at least one of CUR17 or CUR18 is required.
10. CUR17 C1716 -- If CUR17 is present, then CUR16 is required
11. CUR18 C1816 -- If CUR18 is present, then CUR16 is required
12. CUR19 L192021 -- If CUR19 is present, then at least one of CUR20 or CUR21 is required.
13. CUR20 C2019 -- If CUR20 is present, then CUR19 is required
14. CUR21 C2119 -- If CUR21 is present, then CUR19 is required

Comments:

1. See Figures Appendix for examples detailing the use of the CUR segment.

REF Reference Identification

Pos: 050	Max: >1
Heading - Optional	
Loop: N/A	Elements: 3

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>JB</td> <td>Job (Project) Number</td> </tr> <tr> <td>KD</td> <td>Special Instructions Number</td> </tr> <tr> <td>L1</td> <td>Letters or Notes</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	JB	Job (Project) Number	KD	Special Instructions Number	L1	Letters or Notes				
<u>Code</u>	<u>Name</u>													
JB	Job (Project) Number													
KD	Special Instructions Number													
L1	Letters or Notes													
		Description: If this code is sent, manual intervention is required and the Rail Industry expects interpretation and compliance.												
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								
REF03	352	Description Description: A free-form description to clarify the related data elements and their content	C	AN	1/80	Used								

Syntax:

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

Semantics:

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

TAX Tax Reference

Pos: 070	Max: >1
Heading - Optional	
Loop: N/A	Elements: 4

To provide data required for proper notification/determination of applicable taxes applying to the transaction or business described in the transaction

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>
TAX01	325	Tax Identification Number Description: Number assigned to a purchaser (buyer, orderer) by a taxing jurisdiction (state, county, etc.); often called a tax exemption number or certificate number	C	AN	1/20	Used
TAX02	309	Location Qualifier Description: Code identifying type of location	C	ID	1/2	Used
		<u>Code</u> <u>Name</u> SP State/Province				
TAX03	310	Location Identifier Description: Code which identifies a specific location	C	AN	1/30	Used
TAX12	441	Tax Exempt Code Description: Code identifying exemption status from sales and use tax	O	ID	1/1	Used
		<u>Code</u> <u>Name</u> 5 Exempt (Not For Resale)				

Syntax:

1. TAX01 R0103 -- At least one of TAX01 or TAX03 is required.
2. TAX02 P0203 -- If either TAX02 or TAX03 are present, then the others are required.
3. TAX04 P0405 -- If either TAX04 or TAX05 are present, then the others are required.
4. TAX06 P0607 -- If either TAX06 or TAX07 are present, then the others are required.
5. TAX08 P0809 -- If either TAX08 or TAX09 are present, then the others are required.
6. TAX10 P1011 -- If either TAX10 or TAX11 are present, then the others are required.

Comments:

1. Tax ID number is, in many instances, referred to as a Tax Exemption Number. The paired (combined) use of data elements 309 and 310 provides for the designation of five taxing jurisdictions.
2. TAX01 is required if tax exemption is being claimed.

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	M	ID	2/2	Must use
		Description: Code identifying payment terms for transportation charges				
		<u>Code</u>		<u>Name</u>		
		CC		Collect		
		DF		Defined by Buyer and Seller		
				Description: Code "DF" indicates that the method of payment is not specified.		
		PC		Prepaid but Charged to Customer		
		PP		Prepaid (by Seller)		
		PU		Pickup		
FOB06	309	Location Qualifier	C	ID	1/2	Used
		Description: Code identifying type of location				
		<u>Code</u>		<u>Name</u>		
		CI		City		
		DE		Destination (Shipping)		
		OR		Origin (Shipping Point)		
FOB07	352	Description	O	AN	1/80	Used
		Description: A free-form description to clarify the related data elements and their content				

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.

ITD Terms of Sale/Deferred Terms of Sale

Pos: 130	Max: >1
Heading - Optional	
Loop: N/A	Elements: 6

To specify terms of 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>
ITD01	336	Terms Type Code	O	ID	2/2	Used
		Description: Code identifying type of payment terms				
		<u>Code</u>		<u>Name</u>		
		05		Discount Not Applicable		
		08		Basic Discount Offered		
		09		Proximo		
ITD02	333	Terms Basis Date Code	O	ID	1/2	Used
		Description: Code identifying the beginning of the terms period				
		<u>Code</u>		<u>Name</u>		
		3		Invoice Date		
		5		Invoice Receipt Date		
		6		Anticipated Delivery Date		
ITD03	338	Terms Discount Percent	O	R	1/6	Used
		Description: Terms discount percentage, expressed as a percent, available to the purchaser if an invoice is paid on or before the Terms Discount Due Date				
		Notes:				
		2% = 2 or 2.0				
ITD05	351	Terms Discount Days Due	C	N0	1/3	Used
		Description: Number of days in the terms discount period by which payment is due if terms discount is earned				
ITD07	386	Terms Net Days	O	N0	1/3	Used
		Description: Number of days until total invoice amount is due (discount not applicable)				
ITD13	765	Day of Month	C	N0	1/2	Used
		Description: The numeric value of the day of the month between 1 and the maximum day of the month being referenced				

Syntax:

L03040513 -- If ITD03 is present, then at least one of ITD04, ITD05 or ITD13 is required.

L08040513 -- If ITD08 is present, then at least one of ITD04, ITD05 or ITD13 is required.

L091011 -- If ITD09 is present, then at least one of ITD10 or ITD11 is required.

Semantics:

1. ITD15 is the percentage applied to a base amount used to determine a late payment charge.

Comments:

1. If the code in ITD01 is "04", then ITD07 or ITD09 is required and either ITD10 or ITD11 is required;
if the code in ITD01 is "05", then ITD06 or ITD07 is required.

Notes:

The following explains the use of the elements:

If ITD01 = "05"

ITD07 is required

ITD03, ITD05, and ITD13 must not be sent

If ITD01 = "08"

ITD03, ITD05, and ITD 07 are required

ITD13 must not be sent

ITD03 must be greater than zero

If ITD01 = "09"

ITD13 is required

ITD03 is required for other than net proximo terms

ITD05 and ITD07 must not be sent,

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	M	ID	3/3	Must use				
		Description: Code specifying type of date or time, or both date and time Notes: <i>Code "002" implies that shipment is expected as indicated; not before, not after.</i>								
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>002</td> <td>Delivery Requested</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	002	Delivery Requested				
<u>Code</u>	<u>Name</u>									
002	Delivery Requested									
DTM02	373	Date	C	DT	8/8	Used				
		Description: Date expressed as CC YYMMDD								

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: 3

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	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>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	Used				
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:

R0204050612 -- At least one of TD502, TD504, TD505, TD506 or TD512 is required.
 C0203 -- If TD502 is present, then TD503 is required
 C0708 -- If TD507 is present, then TD508 is required
 C1011 -- If TD510 is present, then TD511 is required
 C1312 -- If TD513 is present, then TD512 is required
 C1413 -- If TD514 is present, then TD513 is required
 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.

Notes:

Routing Information is to be determined in the following order of priority:

- * *Segment TD5*
- * *General letter of routing instructions furnished by the buyer*
- * *Customary routing*

CTB Restrictions/Conditions

Pos: 280	Max: 5
Heading - Optional	
Loop: N/A	Elements: 4

To specify restrictions/conditions (such as shipping, ordering)

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>						
CTB01	688	Restrictions/Conditions Qualifier Description: Code identifying the type of restriction/condition	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>OR</td> <td>Ordering</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	OR	Ordering						
<u>Code</u>	<u>Name</u>											
OR	Ordering											
CTB02	352	Description Description: A free-form description to clarify the related data elements and their content	C	AN	1/80	Used						
CTB03	673	Quantity Qualifier Description: Code specifying the type of quantity	C	ID	2/2	Used						
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>04</td> <td>Discrete Quantity - Rejected Material: Disposition Replacement</td> </tr> <tr> <td>05</td> <td>Discrete Quantity - Rejected Material: Disposition Credit</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	04	Discrete Quantity - Rejected Material: Disposition Replacement	05	Discrete Quantity - Rejected Material: Disposition Credit				
<u>Code</u>	<u>Name</u>											
04	Discrete Quantity - Rejected Material: Disposition Replacement											
05	Discrete Quantity - Rejected Material: Disposition Credit											
CTB04	380	Quantity Description: Numeric value of quantity	C	R	1/15	Used						

Syntax:

R020406 -- At least one of CTB02, CTB04 or CTB06 is required.

P0304 -- If either CTB03 or CTB04 are present, then the others are required.

P0506 -- If either CTB05 or CTB06 are present, then the others are required.

Notes:

This segment must be sent only when BEG02 = "WO".

N1 Name

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

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

Element Summary:

<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>BT</td> <td>Bill-to-Party</td> </tr> <tr> <td>BY</td> <td>Buying Party (Purchaser)</td> </tr> <tr> <td>SE</td> <td>Selling Party</td> </tr> <tr> <td>SF</td> <td>Ship From</td> </tr> <tr> <td>ST</td> <td>Ship To</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	BT	Bill-to-Party	BY	Buying Party (Purchaser)	SE	Selling Party	SF	Ship From	ST	Ship To				
<u>Code</u>	<u>Name</u>																	
BT	Bill-to-Party																	
BY	Buying Party (Purchaser)																	
SE	Selling Party																	
SF	Ship From																	
ST	Ship To																	
N102	93	Name Description: Free-form name Notes: <i>If N101 = "BY", N102 will contain the legal name of the buyer.</i>	C	AN	1/60	Used												
N103	66	Identification Code Qualifier Description: Code designating the system/method of code structure used for Identification Code (67) Notes: <i>Absence of code value in N103 when N101 = "ST" indicates that this address is not a permanent address. The seller is expected to utilize the information in segments N1, N2m N3, and N4, to package, label, and consign the material.</i>	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>92</td> <td>Assigned by Buyer or Buyer's Agent</td> </tr> </tbody> </table> <p>Description: Use of code value "92" in the N103 when N101 = "ST" notifies the supplier that the value in the N104 is a code for a "permanent" ship to address, and that the information in segments N2, N3, and N4, is expected to change very infrequently. A receiver may elect to capture the</p>	<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																	

N2 Additional Name Information

Pos: 320	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

Notes:

See Table I of the Appendix.

N3 Address Information

Pos: 330	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

Notes:

See Table I of the Appendix.

N4 Geographic Location

Pos: 340	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 Notes: <i>See Table III of the Appendix for Canadian provinces and US State codes.</i>	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						
		<table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>CA</td> <td>Canada</td> </tr> <tr> <td>US</td> <td>United States</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	CA	Canada	US	United States				
<u>Code</u>	<u>Name</u>											
CA	Canada											
US	United States											

Syntax:

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.

Notes:

See Table I of the Appendix.

PER Administrative Communications Contact

Pos: 360	Max: >1
Heading - Optional	
Loop: N1	Elements: 6

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	M	ID	2/2	Must use
		Description: Code identifying the major duty or responsibility of the person or group named				
		<u>Code</u>		<u>Name</u>		
		BD		Buyer Name or Department		
		RD		Receiving Dock		
PER02	93	Name	O	AN	1/60	Used
		Description: Free-form name				
PER03	365	Communication Number Qualifier	C	ID	2/2	Used
		Description: Code identifying the type of communication number				
		<u>Code</u>		<u>Name</u>		
		FX		Facsimile		
		TE		Telephone		
PER04	364	Communication Number	C	AN	1/80	Used
		Description: Complete communications number including country or area code when applicable				
PER05	365	Communication Number Qualifier	C	ID	2/2	Used
		Description: Code identifying the type of communication number				
		<u>Code</u>		<u>Name</u>		
		FX		Facsimile		
		TE		Telephone		
PER06	364	Communication Number	C	AN	1/80	Used
		Description: Complete communications number including country or area code when applicable				

Syntax:

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

Notes:

See Table I of the Appendix.

If the PER segment is sent and N101 = "BY", then PER01 = "BD"; if N101 = "ST", then PER01 = "RD".

PO1 Baseline Item Data

Pos: 010 Max: 1
Detail - Mandatory
Loop: PO1 Elements: 11

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 Notes: <i>See Table IV of the Appendix for unit or basis for measurement codes.</i> All valid X12 codes are used.	O	ID	2/2	Used										
PO104	212	Unit Price Description: Price per unit of product, service, commodity, etc. Notes: <i>Unit price will be expressed in the Unit Of Measure Code as specified in PO103.</i> <i>Unit Price will be net of gross price, trade discounts and item-specific mark-ups, but will not be adjusted for payment terms or any order-specific charges.</i>	C	R	1/17	Used										
PO105	639	Basis of Unit Price Code Description: Code identifying the type of unit price for an item <table border="1" style="margin-left: 20px;"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>CA</td> <td>Catalog</td> </tr> <tr> <td>CT</td> <td>Contract</td> </tr> <tr> <td>ES</td> <td>Estimated</td> </tr> <tr> <td>QT</td> <td>Quoted</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	CA	Catalog	CT	Contract	ES	Estimated	QT	Quoted	O	ID	2/2	Used
<u>Code</u>	<u>Name</u>															
CA	Catalog															
CT	Contract															
ES	Estimated															
QT	Quoted															
PO106	235	Product/Service ID Qualifier Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234) Notes: <i>PO106 through PO111 are repeated pairs</i>	C	ID	2/2	Used										

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
<i>of data elements 235 and 234.</i>						
		<u>Code</u>				<u>Name</u>
		MF				Manufacturer
		PI				Purchaser's Item Code
		VP				Vendor's (Seller's) Part Number
PO107	234	Product/Service ID	C	AN	1/48	Used
		Description: Identifying number for a product or service				
PO108	235	Product/Service ID Qualifier	C	ID	2/2	Used
		Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234)				
PO109	234	Product/Service ID	C	AN	1/48	Used
		Description: Identifying number for a product or service				
PO110	235	Product/Service ID Qualifier	C	ID	2/2	Used
		Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234)				
PO111	234	Product/Service ID	C	AN	1/48	Used
		Description: Identifying number for a product or service				

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.

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	M	ID	1/1	Used
		Description: Code indicating the format of a description				
		<u>Code</u>		<u>Name</u>		
		F		Free-form		
PID05	352	Description	C	AN	1/80	Used
		Description: A free-form description to clarify the related data elements and their content				

Syntax:

- C0403 -- If PID04 is present, then PID03 is required
- R0405 -- At least one of PID04 or PID05 is required.
- C0703 -- If PID07 is present, then PID03 is required
- C0804 -- If PID08 is present, then PID04 is required
- 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: 3

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	M	ID	2/3	Used

Description: Code qualifying the Reference Identification

Notes:

If code "C1" or "98" is sent, the date of the specification may be sent in REF03 in the format MMDDYYYY.

<u>Code</u>	<u>Name</u>
98	Container/Packaging Specification Number Description: A numeric or alphanumeric identification assigned to a unique packaging/container configuration
BO	Bin Location Number Description: If sent on purchase order, bin location number should be shown on all shipping documents.
C1	Customer material specification number
JB	Job (Project) Number
KD	Special Instructions Number
L1	Letters or Notes Description: If this code is sent, manual intervention is required and th Rail Industry expects interpretation and compliance.
PW	Prior purchase order number Description: Used only when returned core is to be applied to a previously sent purchase

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
		<u>Code</u>				
		<u>Name</u>				
		order.				
REF02	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				
REF03	352	Description	C	AN	1/80	Used
		Description: A free-form description to clarify the related data elements and their content				

Syntax:

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

Semantics:

1. 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 Notes: <i>See Table IV of the Appendix for unit or basis for measurement codes.</i>	M	ID	2/2	Must use												
SCH05	374	Date/Time Qualifier Description: Code specifying type of date or time, or both date and time Notes: <i>Codes "002", "010", and "077" imply that shipment/delivery is expected as indicated; not before, not after. Code "074" implies that shipment is expected upon receipt of order, with delivery expected no later than SCH06.</i>	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>002</td> <td>Delivery Requested</td> </tr> <tr> <td>010</td> <td>Requested Ship</td> </tr> <tr> <td>074</td> <td>Requested for Delivery (Prior to and Including)</td> </tr> <tr> <td>077</td> <td>Requested for Delivery (Week of)</td> </tr> <tr> <td>176</td> <td>Expedited on</td> </tr> </tbody> </table>	<u>Code</u>	<u>Name</u>	002	Delivery Requested	010	Requested Ship	074	Requested for Delivery (Prior to and Including)	077	Requested for Delivery (Week of)	176	Expedited on				
<u>Code</u>	<u>Name</u>																	
002	Delivery Requested																	
010	Requested Ship																	
074	Requested for Delivery (Prior to and Including)																	
077	Requested for Delivery (Week of)																	
176	Expedited on																	
SCH06	373	Date Description: Date expressed as CC YYMMDD	M	DT	8/8	Must use												

Syntax:

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

Semantics:

1. SCH12 is the schedule identification.

Comments:

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

Notes:

Use of this segment will override the use of segment CSH and DTM (if sent) ofr this item only.

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.

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.

Appendix of Included Elements in Included Segments

<u>Id</u>	<u>Elements</u>	<u>Segments used in</u>
19	City Name	N4
26	Country Code	N4
66	Identification Code Qualifier	N1, TD5
67	Identification Code	N1, TD5
92	Purchase Order Type Code	BEG
93	Name	N1, N2, PER
96	Number of Included Segments	SE
98	Entity Identifier Code	CUR, N1
100	Currency Code	CUR
116	Postal Code	N4
127	Reference Identification	REF
128	Reference Identification Qualifier	REF
143	Transaction Set Identifier Code	ST
146	Shipment Method of Payment	FOB
156	State or Province Code	N4
166	Address Information	N3
212	Unit Price	PO1
234	Product/Service ID	PO1
235	Product/Service ID Qualifier	PO1
309	Location Qualifier	FOB, TAX
310	Location Identifier	TAX
324	Purchase Order Number	BEG
325	Tax Identification Number	TAX
328	Release Number	BEG
329	Transaction Set Control Number	SE, ST
330	Quantity Ordered	PO1
333	Terms Basis Date Code	ITD
336	Terms Type Code	ITD
338	Terms Discount Percent	ITD
349	Item Description Type	PID
350	Assigned Identification	PO1
351	Terms Discount Days Due	ITD
352	Description	CTB, FOB, PID, REF
353	Transaction Set Purpose Code	BEG
354	Number of Line Items	CTT
355	Unit or Basis for Measurement Code	PO1, SCH
364	Communication Number	PER
365	Communication Number Qualifier	PER
366	Contact Function Code	PER
367	Contract Number	BEG
373	Date	BEG, DTM, SCH
374	Date/Time Qualifier	DTM, SCH
380	Quantity	CTB, SCH
386	Terms Net Days	ITD
387	Routing	TD5
441	Tax Exempt Code	TAX
639	Basis of Unit Price Code	PO1
673	Quantity Qualifier	CTB
688	Restrictions/Conditions Qualifier	CTB
765	Day of Month	ITD