

# **Sprouts Farmers Market 860 Purchase Order Change Request**

**X12/V5010/860: 860 Purchase Order Change Request**

**Author:**

**SPS Commerce**

**Company:**

**Sprouts Farmers Market**

# 860 Purchase Order Change Request - Buyer Initiated

Functional Group=**PC**

**Purpose:** This X12 Transaction Set contains the format and establishes the data contents of the Purchase Order Change Request - Buyer Initiated Transaction Set (860) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to provide the information required for the customary and established business and industry practice relative to a purchase order change. This transaction can be used: (1) by a buyer to request a change to a previously submitted purchase order or (2) by a buyer to confirm acceptance of a purchase order change initiated by the seller or by mutual agreement of the two parties.

## 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	BCH	Beginning Segment for Purchase Order Change	M	1			Must use
0500	REF	Reference Information	M	3			Must use
0600	PER	Administrative Communications Contact	O	3			Used
1300	ITD	Terms of Sale/Deferred Terms of Sale	O	1			Used
1500	DTM	Date/Time Reference	O	4			Used
2400	TD5	Carrier Details (Routing Sequence/Transit Time)	O	1			Used
<b><u>LOOP ID - N9</u></b>					<b><u>10</u></b>		
2850	N9	Extended Reference Information	M	1			Must use
2900	MTX	Text	M	1			Must use
<b><u>LOOP ID - N1</u></b>					<b><u>200</u></b>		
3000	N1	Party Identification	O	1			Used
3200	N3	Party Location	O	2			Used
3300	N4	Geographic Location	O	>1			Used

## Detail:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
<b><u>LOOP ID - POC</u></b>					<b><u>100000</u></b>		
0100	POC	Line Item Change	M	1			Must use
<b><u>LOOP ID - PID</u></b>					<b><u>5</u></b>		
0500	PID	Product/Item Description	M	1			Must use
0900	PO4	Item Physical Details	M	>1			Must use
<b><u>LOOP ID - SAC</u></b>					<b><u>25</u></b>		
1300	SAC	Service, Promotion, Allowance, or Charge Information	O	1			Used
<b><u>LOOP ID - N9</u></b>					<b><u>10</u></b>		
3200	N9	Extended Reference Information	M	1			Must use

<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>
3260	MTX	Text	M	1			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>
<u>LOOP ID - CTT</u>					<u>1</u>	<u>N3/0100L</u>	
0100	CTT	Transaction Totals	O	1		N3/0100	Used
0300	SE	Transaction Set Trailer	M	1			Must use

**Notes:**

- 3/0100L Number of line items (CTT01) is the accumulation of the number of POC segments. If used, hash total (CTT02) is the sum of the value of quantities ordered (POC03) for each POC segment.
- 3/0100 Number of line items (CTT01) is the accumulation of the number of POC segments. If used, hash total (CTT02) is the sum of the value of quantities ordered (POC03) for each POC segment.

**General Usage:**

**Purchase Order Changes**- Suppliers will be required to support the receipt of Purchase Order Change data from Sprouts Farmers Market as part of the process of automating order changes. Order change types appear to supplies as indicated below –

- . Order Cancellations
- . Order Replacements
  - . Dates
  - . Item additions, deletions, date, price and quantity updates

**Change History:**

08/10/2018

- Updated the PO4 segment to be mandatory. The case pack value will always be provided.

01/09/2019

- Added PO402, PO403 as optional elements.

# ST Transaction Set Header

<b>Pos: 0100</b>	<b>Max: 1</b>
<b>Heading - Mandatory</b>	
<b>Loop: N/A</b>	<b>Elements: 2</b>

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

**Purpose:** 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

**CodeList Summary** (Total Codes: 318, Included: 1)

Code Name

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ST02	329	Transaction Set Control Number	M	AN	4/9	Must use
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**Description:** 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.

# BCH Beginning Segment for Purchase Order Change

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

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

**Purpose:** To indicate the beginning of the Purchase Order Change 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>
BCH01	353	Transaction Set Purpose Code	M	ID	2/2	Must use
<b>Description:</b> Code identifying purpose of transaction set						
<b>CodeList Summary</b> (Total Codes: 66, Included: 2)						
<b>Code Name</b>						
01 Cancellation						
05 Replace						
BCH02	92	Purchase Order Type Code	M	ID	2/2	Must use
<b>Description:</b> Code specifying the type of Purchase Order						
<b>CodeList Summary</b> (Total Codes: 76, Included: 3)						
<b>Code Name</b>						
DR Direct Ship						
PR Promotion						
SA Stand-alone Order						
BCH03	324	Purchase Order Number	M	AN	1/22	Must use
<b>Description:</b> Identifying number for Purchase Order assigned by the orderer/purchaser						
BCH06	373	Date	M	DT	8/8	Must use
<b>Description:</b> Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year						
<b>User Note 1:</b> Purchase Order Date						
BCH11	373	Date	M	DT	8/8	Must use
<b>Description:</b> Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year						
<b>User Note 1:</b> Purchase Order Change Date						

## Semantics:

1. BCH06 is the date assigned by the purchaser to purchase order.
2. BCH09 is the seller's order number.
3. BCH10 is the date assigned by the sender to the acknowledgment.
4. BCH11 is the date of the purchase order change request.

# REF Reference Information

Pos: 0500	Max: 3
Heading - Mandatory	
Loop: N/A	Elements: 2

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

**Purpose:** To specify identifying information

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
REF01	128	Reference Identification Qualifier	M	ID	2/3	Must use

**Description:** Code qualifying the Reference Identification

**CodeList Summary** (Total Codes: 1731, Included: 3)

### Code Name

11 Account Number

#### **User Note 1:**

*Vendor assigned account number.*

DP Department Number

#### **User Note 1:**

*Sprouts assigned Department Number*

IA Internal Vendor Number

#### **User Note 1:**

*Sprouts assigned vendor ID - Mandatory*

REF02	127	Reference Identification	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

## Syntax Rules:

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

## Semantics:

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

# PER Administrative Communications Contact

<b>Pos: 0600</b>	<b>Max: 3</b>
<b>Heading - Optional</b>	
<b>Loop: N/A</b>	<b>Elements: 6</b>

**User Option (Usage):** Used

**Purpose:** 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	<b>Contact Function Code</b>	M	ID	2/2	Must use
<b>Description:</b> Code identifying the major duty or responsibility of the person or group named						
<b>CodeList Summary</b> (Total Codes: 238, Included: 1)						
<u>Code</u> <u>Name</u> BD Buyer Name or Department						
PER02	93	<b>Name</b>	M	AN	1/60	Must use
<b>Description:</b> Free-form name						
PER03	365	<b>Communication Number Qualifier</b>	X	ID	2/2	Used
<b>Description:</b> Code identifying the type of communication number						
<b>CodeList Summary</b> (Total Codes: 42, Included: 1)						
<u>Code</u> <u>Name</u> TE Telephone						
PER04	364	<b>Communication Number</b>	X	AN	1/256	Used
<b>Description:</b> Complete communications number including country or area code when applicable						
PER05	365	<b>Communication Number Qualifier</b>	X	ID	2/2	Used
<b>Description:</b> Code identifying the type of communication number						
<b>CodeList Summary</b> (Total Codes: 42, Included: 1)						
<u>Code</u> <u>Name</u> EM Electronic Mail						
PER06	364	<b>Communication Number</b>	X	AN	1/256	Used
<b>Description:</b> Complete communications number including country or area code when applicable						

## Syntax Rules:

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

# ITD Terms of Sale/Deferred Terms of Sale

Pos: 1300	Max: 1
Heading - Optional	
Loop: N/A	Elements: 5

**User Option (Usage):** Used

**Purpose:** To specify terms of sale

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ITD02	333	Terms Basis Date Code	O	ID	1/2	Used

**Description:** Code identifying the beginning of the terms period

**CodeList Summary** (Total Codes: 17, Included: 3)

### Code Name

1	Ship Date
3	Invoice Date
15	Receipt of Goods

ITD03	338	Terms Discount Percent	O	R	1/6	Used
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**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

ITD05	351	Terms Discount Days Due	X	N0	1/3	Used
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**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
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**Description:** Number of days until total invoice amount is due (discount not applicable)

ITD12	352	Description	M	AN	1/80	Must use
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**Description:** A free-form description to clarify the related data elements and their content

## Syntax Rules:

1. L03040513 - If ITD03 is present, then at least one of ITD04, ITD05 or ITD13 is required.
2. L08040513 - If ITD08 is present, then at least one of ITD04, ITD05 or ITD13 is required.
3. 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.

## User Note 1:

*This segment will only be present if changing from the original Purchase Order (EDI 850)*



# DTM Date/Time Reference

<b>Pos: 1500</b>	<b>Max: 4</b>
<b>Heading - Optional</b>	
<b>Loop: N/A</b>	<b>Elements: 2</b>

**User Option (Usage):** Used

**Purpose:** 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

**CodeList Summary** (Total Codes: 1280, Included: 3)

### Code Name

002	Delivery Requested
010	Requested Ship
118	Requested Pickup

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

## Syntax Rules:

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

## User Note 1:

*This segment will only be present if changing from the original Purchase Order (EDI 850)*

# TD5 Carrier Details (Routing Sequence/Transit Time)

<b>Pos: 2400</b>	<b>Max: 1</b>
<b>Heading - Optional</b>	
<b>Loop: N/A</b>	<b>Elements: 3</b>

**User Option (Usage):** Used

**Purpose:** 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	O	ID	1/2	Used				
<b>Description:</b> Code designating the system/method of code structure used for Identification Code (67)										
<b>CodeList Summary</b> (Total Codes: 241, Included: 1)										
<table><tr><th><u>Code</u></th><th><u>Name</u></th></tr><tr><td>2</td><td>Standard Carrier Alpha Code (SCAC)</td></tr></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	O	AN	2/80	Used				
<b>Description:</b> Code identifying a party or other code										
<b>User Note 1:</b> SCAC <i>Min/ Max = 2/4</i>										
TD505	387	Routing	O	AN	1/35	Used				
<b>Description:</b> Free-form description of the routing or requested routing for shipment, or the originating carrier's identity										
<b>User Note 1:</b> <i>Carrier Routing / Name</i>										

## 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.
3. C0708 - If TD507 is present, then TD508 is required.
4. C1011 - If TD510 is present, then TD511 is required.
5. C1312 - If TD513 is present, then TD512 is required.
6. C1413 - If TD514 is present, then TD513 is required.
7. 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.

## User Note 1:

*This segment will only be present if changing from the original Purchase Order (EDI 850)*

# Loop Extended Reference Information

Pos: 2850 Repeat: 10  
Optional  
Loop: N9 Elements: N/A

**User Option (Usage):** Used

**Purpose:** To transmit identifying information as specified by the Reference Identification Qualifier

## 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>
2850	N9	Extended Reference Information	M	1		Must use
2900	MTX	Text	M	1		Must use

# N9 Extended Reference Information

Pos: 2850	Max: 1
Heading - Mandatory	
Loop: N9	Elements: 2

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

**Purpose:** To transmit identifying information as specified by the Reference Identification Qualifier

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N901	128	Reference Identification Qualifier	M	ID	2/3	Must use

**Description:** Code qualifying the Reference Identification

**CodeList Summary** (Total Codes: 1731, Included: 1)

**Code Name**

L1 Letters or Notes

N902	127	Reference Identification	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

### User Note 1:

*N902 will contain one of the following 3 characters codes to identify the type of note to follow in MTX02.*

- . GEN: General Note
- . SHP: Shipping Note
- . SPE: Special Instructions

## Syntax Rules:

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

## Semantics:

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

# MTX Text

Pos: 2900	Max: 1
Heading - Mandatory	
Loop: N9	Elements: 1

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

**Purpose:** To specify textual 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>
MTX02	1551	Textual Data	M	AN	1/4096	Must use

**Description:** To transmit large volumes of message text

### User Note 1:

If N902 =

- . GEN - MTX02 is a General Note
- . SHP - MTX02 is a Shipping Note
- . SPE - MTX02 is a Special Instruction

## Syntax Rules:

1. C0102 - If MTX01 is present, then MTX02 is required.
2. C0302 - If MTX03 is present, then MTX02 is required.
3. C0504 - If MTX05 is present, then MTX04 is required.

## Semantics:

1. MTX05 is the number of lines to advance before printing.

## Comments:

1. If MTX04 is "AA - Advance the specific number of lines before print", then MTX05 is required.

# Loop Party Identification

Pos: 3000	Repeat: 200
Optional	
Loop: N1	Elements: N/A

**User Option (Usage):** Used

**Purpose:** 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>
3000	N1	Party Identification	O	1		Used
3200	N3	Party Location	O	2		Used
3300	N4	Geographic Location	O	>1		Used

# N1 Party Identification

<b>Pos: 3000</b>	<b>Max: 1</b>
<b>Heading - Optional</b>	
<b>Loop: N1</b>	<b>Elements: 4</b>

**User Option (Usage):** Used

**Purpose:** 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						
<b>CodeList Summary</b> (Total Codes: 1500, Included: 2)						
<b>Code Name</b>						
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)						
<b>CodeList Summary</b> (Total Codes: 241, Included: 2)						
<b>Code Name</b>						
9 D-U-N-S+4, D-U-N-S Number with Four Character Suffix						
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.
2. N105 and N106 further define the type of entity in N101.

# N3 Party Location

<b>Pos: 3200</b>	<b>Max: 2</b>
<b>Heading - Optional</b>	
<b>Loop: N1</b>	<b>Elements: 2</b>

**User Option (Usage):** Used

**Purpose:** 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

<b>Pos: 3300</b>	<b>Max: &gt;1</b>
<b>Heading - Optional</b>	
<b>Loop: N1</b>	<b>Elements: 4</b>

**User Option (Usage):** Used

**Purpose:** 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				

## Syntax Rules:

1. E0207 - Only one of N402 or N407 may be present.
2. C0605 - If N406 is present, then N405 is required.
3. C0704 - If N407 is present, then N404 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.

# Loop Line Item Change

Pos: 0100 Repeat:  
100000  
Optional  
Loop: POC Elements: N/A

**User Option (Usage):** Used

**Purpose:** To specify changes to a line item

## 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	POC	Line Item Change	M	1		Must use
0500		Loop PID	M		5	Must use
0900	PO4	Item Physical Details	M	>1		Must use
1300		Loop SAC	O		25	Used
3200		Loop N9	O		10	Used

# POC Line Item Change

<b>Pos: 0100</b>	<b>Max: 1</b>
<b>Detail - Mandatory</b>	
<b>Loop: POC</b>	<b>Elements: 12</b>

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

**Purpose:** To specify changes to a 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>
POC01	350	Assigned Identification	O	AN	1/20	Used
Description: Alphanumeric characters assigned for differentiation within a transaction set						
POC02	670	Change or Response Type Code	M	ID	2/2	Must use
Description: Code specifying the type of change to the line item						
CodeList Summary (Total Codes: 30, Included: 7)						
<u>Code</u> <u>Name</u>						
AI     Add Additional Item(s)						
CA     Changes To Line Items						
DI     Delete Item(s)						
PC     Price Change						
PQ     Unit Price/Quantity Change						
QD     Quantity Decrease						
QI     Quantity Increase						
POC03	380	Quantity	O	R	1/15	Used
Description: Numeric value of quantity						
User Note 1: Original Order Quantity						
For items being added (POC02=AI), POC03 would be null or equal to '0'.						
POC04	671	Quantity Left to Receive	O	R	1/15	Used
Description: Quantity left to receive as qualified by the unit of measure						
User Note 1: New Quantity						
For items being deleted (POC02=DI), POC04 would be equal to '0'.						
POC05	C001	Composite Unit of Measure	C	Comp		Used
Description: To identify a composite unit of measure (See Figures Appendix for examples of use)						
POC05-01	355	Unit or Basis for Measurement Code	X	ID	2/2	Used
Description: Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken						
CodeList Summary (Total Codes: 844, Included: 3)						
<u>Code</u> <u>Name</u>						
CA     Case						
EA     Each						
LB     Pound						

POC06	212	<b>Unit Price</b>	O	R	1/17	Used
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**Description:** Price per unit of product, service, commodity, etc.

**User Note 1:** *This is the Net Purchase Price.*

POC08	235	<b>Product/Service ID Qualifier</b>	O	ID	2/2	Used
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**Description:** Code identifying the type/source of the descriptive number used in Product/Service ID (234)

**CodeList Summary** (Total Codes: 519, Included: 1)

**Code Name**

UP UCC - 12

POC09	234	<b>Product/Service ID</b>	O	AN	1/48	Used
-------	-----	---------------------------	---	----	------	------

**Description:** Identifying number for a product or service

POC10	235	<b>Product/Service ID Qualifier</b>	O	ID	2/2	Used
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**Description:** Code identifying the type/source of the descriptive number used in Product/Service ID (234)

**CodeList Summary** (Total Codes: 519, Included: 1)

**Code Name**

VN Vendor's (Seller's) Item Number

POC11	234	<b>Product/Service ID</b>	O	AN	1/48	Used
-------	-----	---------------------------	---	----	------	------

**Description:** Identifying number for a product or service

POC12	235	<b>Product/Service ID Qualifier</b>	C	ID	2/2	Used
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**Description:** Code identifying the type/source of the descriptive number used in Product/Service ID (234)

**CodeList Summary** (Total Codes: 519, Included: 1)

**Code Name**

UK GTIN 14-digit Data Structure

POC13	234	<b>Product/Service ID</b>	O	AN	1/48	Used
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**Description:** Identifying number for a product or service

## Syntax Rules:

1. P0305 - If either POC03 or POC05 is present, then the other is required.
2. C0405 - If POC04 is present, then POC05 is required.
3. C0706 - If POC07 is present, then POC06 is required.
4. P0809 - If either POC08 or POC09 is present, then the other is required.
5. P1011 - If either POC10 or POC11 is present, then the other is required.
6. P1213 - If either POC12 or POC13 is present, then the other is required.
7. P1415 - If either POC14 or POC15 is present, then the other is required.
8. P1617 - If either POC16 or POC17 is present, then the other is required.
9. P1819 - If either POC18 or POC19 is present, then the other is required.
10. P2021 - If either POC20 or POC21 is present, then the other is required.
11. P2223 - If either POC22 or POC23 is present, then the other is required.
12. P2425 - If either POC24 or POC25 is present, then the other is required.

13. P2627 - If either POC26 or POC27 is present, then the other is required.

**Semantics:**

1. POC01 is the purchase order line item identification.
2. POC03 is quantity ordered.

**User Note 1:**

*One of Vendor Part Number, UPC Number or GTIN Number will always be present.*

## Loop Product/Item Description

Pos: 0500	Repeat: 5
Mandatory	
Loop: PID	Elements: N/A

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

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

### 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>
0500	PID	Product/Item Description	M	1		Must use

### User Note 1:

*One iteration of the PID loop will always be present for the Product Description (PID05, when PID01=F and PID02=08).*

*The Product Description (PID05, when PID01=F and PID02=08) could repeat (up to 5 iterations) if needed.*

# PID Product/Item Description

Pos: 0500	Max: 1
Detail - Mandatory	
Loop: PID	Elements: 3

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

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

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PID01	349	Item Description Type	M	ID	1/1	Must use

**Description:** Code indicating the format of a description

**CodeList Summary** (Total Codes: 3, Included: 1)

Code	Name
F	Free-form

PID02	750	Product/Process Characteristic Code	M	ID	2/3	Must use
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**Description:** Code identifying the general class of a product or process characteristic

**CodeList Summary** (Total Codes: 238, Included: 1)

Code	Name
08	Product

**User Note 1:**

*Mandatory*

PID05	352	Description	M	AN	1/80	Must use
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**Description:** A free-form description to clarify the related data elements and their content

## Syntax Rules:

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

# PO4 Item Physical Details

Pos: 0900	Max: >1
Detail - Mandatory	
Loop: POC	Elements: 3

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

**Purpose:** To specify the physical qualities, packaging, weights, and dimensions relating to the 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>
PO401	356	Pack	M	N0	1/6	Must use
<b>Description:</b> The number of inner containers, or number of eaches if there are no inner containers, per outer container						
<b>User Note 1:</b> <i>The number of eaches per container (case).</i>						
PO402	357	Size	X	R	1/8	Used
<b>Description:</b> Size of supplier units in pack						
PO403	355	Unit or Basis for Measurement Code	X	ID	2/2	Used
<b>Description:</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken						
<b>CodeList Summary</b> (Total Codes: 844, Included: 4)						
<b><u>Code</u></b> <b><u>Name</u></b>						
GA    Gallon						
LB    Pound						
LT    Liter						
OZ    Ounce - Av						

## Syntax Rules:

1. P0203 - If either PO402 or PO403 is present, then the other is required.
2. C0506 - If PO405 is present, then PO406 is required.
3. P0607 - If either PO406 or PO407 is present, then the other is required.
4. P0809 - If either PO408 or PO409 is present, then the other is required.
5. C1013 - If PO410 is present, then PO413 is required.
6. C1113 - If PO411 is present, then PO413 is required.
7. C1213 - If PO412 is present, then PO413 is required.
8. L13101112 - If PO413 is present, then at least one of PO410, PO411 or PO412 is required.
9. C1716 - If PO417 is present, then PO416 is required.
10. C1804 - If PO418 is present, then PO404 is required.

## Semantics:

1. PO415 is used to indicate the relative layer of this package or range of packages within the layers of packaging. Relative Position 1 (value R1) is the innermost package.
2. PO416 is the package identifier or the beginning package identifier in a range of identifiers.
3. PO417 is the ending package identifier in a range of identifiers.
4. PO418 is the number of packages in this layer.

## Comments:

1. PO403 - The "Unit or Basis for Measure Code" in this segment position is for purposes of defining the unit of measure of the "Size" identified in the PO402. For example: If the carton contains 24 12-Ounce packages, it



- would be described as follows: Data element 356 = "24"; Data element 357 = "12"; Data element 355 = "OZ".
2. PO413 defines the unit of measure for PO410, PO411, and PO412.

# Loop Service, Promotion, Allowance, or Charge Information

Pos: 1300 Repeat: 25  
Optional  
Loop: SAC Elements: N/A

**User Option (Usage):** Used

**Purpose:** To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge

## 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>
1300	SAC	Service, Promotion, Allowance, or Charge Information	O	1		Used

# SAC Service, Promotion, Allowance, or Charge Information

Pos: 1300 Max: 1  
Detail - Optional  
Loop: SAC Elements: 4

**User Option (Usage):** Used

**Purpose:** To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge

## 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>
SAC01	248	Allowance or Charge Indicator	M	ID	1/1	Must use

**Description:** Code which indicates an allowance or charge for the service specified

**CodeList Summary** (Total Codes: 7, Included: 2)

### Code Name

A Allowance  
C Charge

SAC02	1300	Service, Promotion, Allowance, or Charge Code	M	ID	4/4	Must use
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**Description:** Code identifying the service, promotion, allowance, or charge

**CodeList Summary** (Total Codes: 1090, Included: 1)

### Code Name

C310 Discount

SAC05	610	Amount	M	N2	1/15	Must use
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**Description:** Monetary amount

SAC15	352	Description	O	AN	1/80	Used
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**Description:** A free-form description to clarify the related data elements and their content

## Syntax Rules:

1. R0203 - At least one of SAC02 or SAC03 is required.
2. P0304 - If either SAC03 or SAC04 is present, then the other is required.
3. P0607 - If either SAC06 or SAC07 is present, then the other is required.
4. P0910 - If either SAC09 or SAC10 is present, then the other is required.
5. C1110 - If SAC11 is present, then SAC10 is required.
6. C1413 - If SAC14 is present, then SAC13 is required.
7. C1615 - If SAC16 is present, then SAC15 is required.

## Semantics:

1. If SAC01 is "A" or "C", then at least one of SAC05, SAC07, or SAC08 is required.
2. SAC05 is the total amount for the service, promotion, allowance, or charge.
3. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence.
4. SAC08 is the allowance or charge rate per unit.
5. SAC10 and SAC11 is the quantity basis when the allowance or charge quantity is different from the purchase

order or invoice quantity.

6. SAC10 and SAC11 used together indicate a quantity range, which could be a dollar amount, that is applicable to service, promotion, allowance, or charge.
7. SAC13 is used in conjunction with SAC02 or SAC04 to provide a specific reference number as identified by the code used.
8. SAC14 is used in conjunction with SAC13 to identify an option when there is more than one option of the promotion.
9. SAC16 is used to identify the language being used in SAC15.

**Comments:**

1. SAC04 may be used to uniquely identify the service, promotion, allowance, or charge. In addition, it may be used in conjunction with SAC03 to further define SAC02.
2. In some business applications, it is necessary to advise the trading partner of the actual dollar amount that a particular allowance, charge, or promotion was based on to reduce ambiguity. This amount is commonly referred to as "Dollar Basis Amount". It is represented in the SAC segment in SAC10 using the qualifier "DO" - Dollars in SAC09.

# Loop Extended Reference Information

Pos: 3200	Repeat: 10
Optional	
Loop: N9	Elements: N/A

**User Option (Usage):** Used

**Purpose:** To transmit identifying information as specified by the Reference Identification Qualifier

## 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>
3200	N9	Extended Reference Information	M	1		Must use
3260	MTX	Text	M	1		Must use

# N9 Extended Reference Information

<b>Pos: 3200</b>	<b>Max: 1</b>
<b>Detail - Mandatory</b>	
<b>Loop: N9</b>	<b>Elements: 2</b>

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

**Purpose:** To transmit identifying information as specified by the Reference Identification Qualifier

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N901	128	Reference Identification Qualifier	M	ID	2/3	Must use

**Description:** Code qualifying the Reference Identification

**CodeList Summary** (Total Codes: 1731, Included: 1)

**Code Name**

L1 Letters or Notes

N902	127	Reference Identification	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

### User Note 1:

*N902 will contain one of the following 3 characters codes to identify the type of note to follow in MTX02.*

- . GEN: General Note
- . SHP: Shipping Note
- . SPE: Special Instructions

## Syntax Rules:

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

## Semantics:

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

# MTX Text

<b>Pos: 3260</b>	<b>Max: 1</b>
<b>Detail - Mandatory</b>	
<b>Loop: N9</b>	<b>Elements: 1</b>

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

**Purpose:** To specify textual 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>
MTX02	1551	Textual Data	M	AN	1/4096	Must use

**Description:** To transmit large volumes of message text

### User Note 1:

If N902 =

- . GEN - MTX02 is a General Note
- . SHP - MTX02 is a Shipping Note
- . SPE - MTX02 is a Special Instruction

## Syntax Rules:

1. C0102 - If MTX01 is present, then MTX02 is required.
2. C0302 - If MTX03 is present, then MTX02 is required.
3. C0504 - If MTX05 is present, then MTX04 is required.

## Semantics:

1. MTX05 is the number of lines to advance before printing.

## Comments:

1. If MTX04 is "AA - Advance the specific number of lines before print", then MTX05 is required.

# Loop Transaction Totals

Pos: 0100	Repeat: 1
Optional	
Loop: CTT	Elements: N/A

**User Option (Usage):** Used

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

## 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	CTT	Transaction Totals	O	1		Used



# CTT Transaction Totals

Pos: 0100	Max: 1
Summary - Optional	
Loop: CTT	Elements: 1

**User Option (Usage):** Used

**Purpose:** 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 Rules:

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

## Comments:

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

# SE Transaction Set Trailer

Pos: 0300	Max: 1
Summary - Mandatory	
Loop: N/A	Elements: 2

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

**Purpose:** 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	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	Transaction Set Control Number	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.