

Utility Industry Group Implementation Guideline

for

Electronic **D**ata **I**nterchange

TRANSACTION SET

820

Payment Order/ Remittance Advice

Ver/Rel 003070

OCTOBER 23, 1998

Summary of Changes

- | | |
|------------------|--|
| August 1, 1998 | Initial draft |
| October 23, 1998 | Revisions to <ul style="list-style-type: none">• Notes. Page 4• BPR02 Best Practice. Page 6• BPR02 note, page 11• N101 notes, page 17• NM101 changed LW to 8R for consistency, page 24• NM108 note, page 25• RMR added note, page 30• RMR01 added codes 11, 12, PO, and SI, page 30• REF note, page 32 |

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820 Payment Order/Remittance Advice

Introduction

The function of the Utility Industry Group is

To represent Electric, Gas, and Combination Utilities, their suppliers, their customers, and other interested parties as an Industry Action Group to the American National Standards Institute (ANSI) Accredited Standards Committee (ASC) X12, specifically in the standards-setting process, for their Electronic Data Interchange business needs.

To encourage, promote, and establish conventions for the use of ASC X12 standards as the "recommended" method of EDI. To develop and coordinate, as required, implementation guidelines and tools to promote the growth and timely implementation of Electronic Commerce/EDI within the industry.

To provide a forum for the exchange of ideas related to Electronic Commerce/EDI and its influence on the business needs of the industry.

The UIG will represent the Edison Electric Institute (EEI) and its members to facilitate implementation of Electronic Commerce/EDI in the Utility Industry.

Purpose

This Utility Industry Group (UIG) Implementation Guideline contains the format and establishes the data contents of Payment Order/Remittance Advice Transaction Set (820) as adopted by the UIG for use within the context of an Electronic Data Interchange (EDI) environment. This transaction set can be used to make a payment only, to send a remittance advice only, or to make a payment and send a remittance advice together. This transaction set can be an order to a financial institution to make a payment to a payee. It can also be a remittance advice identifying the detail needed to perform cash application to the payee's accounts receivable system. The remittance advice can go directly from payer to payee, through a financial institution, or through a third party agent.

Notes

This Implementation Guideline was designed to provide the customary payment of commercial vendor invoices by the utility or the payment of utility invoices by the end use customer. In addition, it was designed to support the business processes that occur between a local distribution utility (LDC) and a third-party energy service provider (ESP) when the LDC collects remittances on behalf of the ESP in a deregulated, alternative energy supply environment.

In the customary trade payment environment, the principal parties involved in this Transaction Set 820 implementation are:

- The utility (Code PR) that is remitting payment to the vendor.
- The vendor (Code PE) that invoiced the utility for goods or services provided

In the utility bill payment environment, the principal parties involved in this Transaction Set 820 implementation are:

- The end use customer (Code PR) that is remitting payment to the utility.
- The utility (Code PE) that invoiced the end use customer for energy and other services provided

In the deregulated, alternative energy supply environment, the principal parties involved in this Transaction Set 820 implementation are:

- The utility or other entity (Code 8S) that has collected remittances from end use customers on behalf of the ESP
- The ESP (Code SJ) that supplied energy or other services to the end use customer

In the consolidated consumer payments environment, the principal parties involved in this Transaction Set 820 implementation are:

- The consumer service provider (Code 8S) that has collected remittances from end use customers on behalf of the utility
- The utility (Code PE) that invoiced the end use customer for energy and other services provided

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Best Practices

Global Best Practices

Use of Text Segments

- The UIG recommends that the note (NTE) segment be avoided because this segment is not machine-readable. Other text segments, such as MSG and PID, may be used if their use will lead to machine processable information in subsequent applications.

Use of ZZ Qualifier

- The use of data fields to transmit uncoded or textual information should be avoided. This practice is usually associated with the use of the ZZ qualifier as a normal course of doing business.

997 - Functional Acknowledgment

- The purpose of the 997 is to verify receipt of a transmitted document only, not the acceptance of the document. For example, the acceptance of a purchase order (850) is accomplished through the use of the purchase order acknowledgment transaction (855).

Interchange Control Number

- A unique and sequential interchange control number should be used on every envelope that is transmitted to a trading partner. This approach will allow the receiver to audit the interchange for any duplicate or missing transmissions.

Use of Dun & Bradstreet (D-U-N-S) Number

- Dun & Bradstreet assigns a nine-digit identification number to every business entity. This number, known as the D-U-N-S number, should be used to identify the trading partners. A trading partner may append a four-digit suffix to the D-U-N-S number to uniquely identify a specific location within the entity; this number is referred to as a D-U-N-S + 4 number

Banking Transactions

- Guidelines that outline the use of transactions relating to interactions between a sender and the sender's financial institution are available from the Bankers EDI Council and the NACHA EDI Council. Other publications that address the use of financial payment transactions include Technical Report 1 (TR1) and Technical Report 2 (TR2); both of these publications are available from DISA.

Capitalization

- The use of all upper case (capital) letters is preferred over the use of mixed upper and lower case letters.

Document-Specific Best Practices

General Usage

- The specific elements and qualifiers used in the **BPR segment** must be discussed and agreed to by the originating payer and the payer's financial institution prior to using this transaction.

Use as a Remittance Advice

- If the payer decides to transfer funds via a paper check rather than via electronic means, the use of this 820 transaction set is still recommended. This action will permit automated data entry of the remittance information.

Values in Element BPR02

- The amount shown in BPR02 is the algebraic sum of all of the RMR04 amounts. The rules of the Automated Clearing House (ACH) system mandate that the BPR02 amount must always be positive. If the originator intends for this transaction to be routed via the ACH network, the amount in BPR02 should be validated.

Use of the TRN Segment

- The UIG recommends the use of the TRN (Trace) segment, especially if the payment order and remittance information are not contained in the same 820.

Use of the NM1 Segment

- The NM1 loop is used to identify the end use customer for consolidated consumer payments in the deregulated, alternative energy supply environment. It is not necessary in the vendor payment environment, unless either the payer or the payee wishes to identify a subsidiary entity within their respective organization.

Use of Element RMR08

- RMR08 may be used to apply an adjustment to the current payment or to a previous payment.
- If the adjustment is to the current payment (for example, to show that invoiced taxes will not be paid), the amount in RMR04 is net of the amount in RMR08. In the example, RMR04 equals RMR05 minus RMR06 minus RMR08.
- If the adjustment is to a previous payment (for example, when the customer's check was returned for insufficient funds), the amount in RMR04 will be the same as the amount in RMR08.

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Functional Group ID=**RA**

Heading

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max. Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
Must Use	010	ST	Transaction Set Header	M	1		
Must Use	020	BPR	Beginning Segment for Payment Order/Remittance Advice	M	1		
Recomm	035	TRN	Trace	O	1		c1
	040	CUR	Currency	O	1		c2
	050	REF	Reference Identification	O	>1		
	060	DTM	Date/Time Reference	O	>1		
			LOOP ID - N1			>1	
	070	N1	Name	O	1		c3
	080	N2	Additional Name Information	O	>1		
	090	N3	Address Information	O	>1		
	100	N4	Geographic Location	O	1		
	120	PER	Administrative Communications Contact	O	>1		

Detail

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max. Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
			LOOP ID - ENT			>1	
Must Use	010	ENT	Entity	M	1		n1, c4
			LOOP ID - NM1			>1	
	020	NM1	Individual or Organizational Name	O	1		c5
	030	N2	Additional Name Information	O	>1		
	040	N3	Address Information	O	>1		
	050	N4	Geographic Location	O	1		
	070	PER	Administrative Communications Contact	O	>1		
			LOOP ID - RMR			>1	
Must Use	150	RMR	Remittance Advice Accounts Receivable Open Item Reference	M	1		c6
	170	REF	Reference Identification	O	>1		
	180	DTM	Date/Time Reference	O	>1		

Summary

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max. Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
Must Use	010	SE	Transaction Set Trailer	M	1		

Transaction Set Notes

1. The ENT loop is for vendor or consumer third party consolidated payments.

Transaction Set Comments

1. The TRN segment is used to uniquely identify a payment order/remittance advice.
2. The CUR segment does not initiate a foreign exchange transaction.
3. The N1 loop allows for name/address information for the payer and payee that would be utilized to address remittance(s) for delivery.
4. Allowing the NM1 segment to repeat in the Detail area allows the subsidiary paying entity within a payer and the subsidiary paid entity within a payee to be identified (not the payer and payee, who are identified in the Header).
5. Loop RMR is for open items being referenced or for payment on account.

Segment: **ST** Transaction Set Header
Position: 010
Loop:
Level: Heading:
Usage: Mandatory
Max Use: 1
Purpose: To indicate the start of a transaction set and to assign a control number

Syntax Notes:
Semantic Notes: 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).

Comments:

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	ST01	143	Transaction Set Identifier Code Code uniquely identifying a Transaction Set 820 Payment Order/Remittance Advice	M ID 3/3
Must Use	ST02	329	Transaction Set Control Number 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

Segment: **BPR** Beginning Segment for Payment Order/Remittance Advice
Position: 020
Loop:
Level: Heading:
Usage: Mandatory
Max Use: 1
Purpose: To indicate the beginning of a Payment Order/Remittance Advice Transaction Set and total payment amount, or to enable related transfer of funds and/or information from payer to payee to occur

- Syntax Notes:**
- 1 If either BPR06 or BPR07 is present, then the other is required.
 - 2 If BPR08 is present, then BPR09 is required.
 - 3 If either BPR12 or BPR13 is present, then the other is required.
 - 4 If BPR14 is present, then BPR15 is required.
 - 5 If either BPR18 or BPR19 is present, then the other is required.
 - 6 If BPR20 is present, then BPR21 is required.

- Semantic Notes:**
- 1 BPR02 specifies the payment amount.
 - 2 When using this transaction set to initiate a payment, all or some of BPR06 through BPR16 may be required, depending on the conventions of the specific financial channel being used. BPR06 and BPR07 relate to the originating depository financial institution (ODFI).
 - 3 BPR08 is a code identifying the type of bank account or other financial asset.
 - 4 BPR09 is the account of the company originating the payment. This account may be debited or credited depending on the type of payment order.
 - 5 BPR12 and BPR13 relate to the receiving depository financial institution (RDFI).
 - 6 BPR14 is a code identifying the type of bank account or other financial asset.
 - 7 BPR15 is the account number of the receiving company to be debited or credited with the payment order.
 - 8 BPR16 is the date the originating company intends for the transaction to be settled (i.e., Payment Effective Date).
 - 9 BPR17 is a code identifying the business reason for this payment.
 - 10 BPR18, BPR19, BPR20 and BPR21, if used, identify a third bank identification number and account to be used for return items only.
 - 11 BPR20 is a code identifying the type of bank account or other financial asset.

Comments:

Notes: Specific qualifiers used in data elements BPR01, BPR03, BPR04 and BPR05 need to be discussed and agreed upon between the originator and the originator's financial institution prior to using the transaction.

Data Element Summary

Ref. Des.	Data Element	Name	Attributes
Must Use	BPR01	305 Transaction Handling Code	M ID 1/2
		Code designating the action to be taken by all parties	
		C Payment Accompanies Remittance Advice	
		D Make Payment Only	
		I Remittance Information Only	
		X Handling Party's Option to Split Payment and Remittance	

Must Use	BPR02	782	Monetary Amount Monetary amount	M R 1/15
			Must be a positive amount to traverse the ACH system.	
Must Use	BPR03	478	Credit/Debit Flag Code Code indicating whether amount is a credit or debit	M ID 1/1
			C Credit	
			D Debit	
Must Use	BPR04	591	Payment Method Code Code identifying the method for the movement of payment instructions	M ID 3/3
			ACH Automated Clearing House (ACH)	
			CHK Check	
			FEW Federal Reserve Funds/Wire Transfer - Repetitive	
			FWT Federal Reserve Funds/Wire Transfer - Non-repetitive	
			PBD Draft	
			REV ACH Reversal	
Recomm	BPR05	812	Payment Format Code Code identifying the payment format to be used	O ID 1/10
			CCD Cash Concentration/Disbursement (CCD) (ACH)	
			CCP Cash Concentration/Disbursement plus Addenda (CCD+) (ACH)	
			CTX Corporate Trade Exchange (CTX) (ACH)	
			PBC Commercial/Corporate Check	
			PPD Prearranged Payment and Deposit (PPD) (ACH)	
			PPP Prearranged Payment and Deposit plus Addenda (PPD+) (ACH)	
			PRD Pre-authorized Draft	
	BPR06	506	(DFI) ID Number Qualifier Code identifying the type of identification number of Depository Financial Institution (DFI)	X ID 2/2
			01 ABA Transit Routing Number Including Check Digits (9 digits)	
			02 Swift Identification (8 or 11 characters)	
			03 CHIPS (3 or 4 digits)	
			04 Canadian Bank Branch and Institution Number	
	BPR07	507	(DFI) Identification Number Depository Financial Institution (DFI) identification number	X AN 3/12
			Payer's financial institution	
	BPR08	569	Account Number Qualifier Code indicating the type of account	O ID 1/3
			01 Time Deposit	
			DA Demand Deposit	
	BPR09	508	Account Number Account number assigned	X AN 1/35
			Payer's account number	
	BPR10	509	Originating Company Identifier A unique identifier designating the company initiating the funds transfer instructions. The first character is one-digit ANSI identification code designation (ICD) followed by the nine-digit identification number which may be an IRS employer identification number (EIN), data universal numbering system (DUNS), or a user assigned number; the ICD for an EIN is 1, DUNS is 3, user assigned number is 9	O AN 10/10

BPR11	510	Originating Company Supplemental Code	O	AN 9/9
		A code defined between the originating company and the originating depository financial institution (ODFI) that uniquely identifies the company initiating the transfer instructions		
BPR12	506	(DFI) ID Number Qualifier	X	ID 2/2
		Code identifying the type of identification number of Depository Financial Institution (DFI)		
		01	ABA Transit Routing Number Including Check Digits (9 digits)	
		02	Swift Identification (8 or 11 characters)	
		03	CHIPS (3 or 4 digits)	
		04	Canadian Bank Branch and Institution Number	
BPR13	507	(DFI) Identification Number	X	AN 3/12
		Depository Financial Institution (DFI) identification number		
		Payee's financial institution		
BPR14	569	Account Number Qualifier	O	ID 1/3
		Code indicating the type of account		
		01	Time Deposit	
		DA	Demand Deposit	
		SG	Savings	
BPR15	508	Account Number	X	AN 1/35
		Account number assigned		
		Payee's account number		
BPR16	373	Date	O	DT 6/6
		Date (YYMMDD)		
		Payer's intended settlement date		
BPR17	1048	Business Function Code	O	ID 1/3
		Code identifying the business reason for this payment		
		CON	Consumer Third Party Consolidated Payment	
		VEN	Vendor Payment	
BPR18	506	(DFI) ID Number Qualifier	X	ID 2/2
		Code identifying the type of identification number of Depository Financial Institution (DFI)		
		01	ABA Transit Routing Number Including Check Digits (9 digits)	
		02	Swift Identification (8 or 11 characters)	
		03	CHIPS (3 or 4 digits)	
		04	Canadian Bank Branch and Institution Number	
BPR19	507	(DFI) Identification Number	X	AN 3/12
		Depository Financial Institution (DFI) identification number		
		A financial institution used for return items		
BPR20	569	Account Number Qualifier	O	ID 1/3
		Code indicating the type of account		
		01	Time Deposit	
		DA	Demand Deposit	
		SG	Savings	
BPR21	508	Account Number	X	AN 1/35
		Account number assigned		
		An account used for return items		

Segment: **TRN** Trace
Position: 035
Loop:
Level: Heading:
Usage: Recommended
Max Use: 1
Purpose: To uniquely identify a transaction to an application
Syntax Notes:
Semantic Notes:

- 1 TRN02 provides unique identification for the transaction.
- 2 TRN03 identifies an organization.
- 3 TRN04 identifies a further subdivision within the organization.

Comments:

Notes: The UIG recommends the use of this segment, especially if BPR01 = D, I or X

Data Element Summary

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	TRN01	481	Trace Type Code Code identifying which transaction is being referenced <ol style="list-style-type: none"> 1 Current Transaction Trace Numbers 2 Referenced Transaction Trace Numbers 	M ID 1/2
Must Use	TRN02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	M AN 1/30
Recomm	TRN03	509	Originating Company Identifier A unique identifier designating the company initiating the funds transfer instructions. The first character is one-digit ANSI identification code designation (ICD) followed by the nine-digit identification number which may be an IRS employer identification number (EIN), data universal numbering system (DUNS), or a user assigned number; the ICD for an EIN is 1, DUNS is 3, user assigned number is 9	O AN 10/10

The UIG recommends the use of this element. This is a unique identifier designating the company initiating the funds transfer instructions.

Segment: **CUR** Currency
Position: 040
Loop:
Level: Heading:
Usage: Optional
Max Use: 1
Purpose: To specify the currency (dollars, pounds, francs, etc.) used in a transaction
Syntax Notes:
Semantic Notes:
Comments: 1 See the Figures Appendix in the ANSI ASC X12 standards for examples detailing the use of the CUR segment.

Data Element Summary

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	CUR01	98	Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual PE Payee PR Payer	M ID 2/3
Must Use	CUR02	100	Currency Code Code (Standard ISO) for country in whose currency the charges are specified	M ID 3/3

Segment: **REF** Reference Identification
Position: 050
Loop:
Level: Heading:
Usage: Optional
Max Use: >1
Purpose: To specify identifying information
Syntax Notes: 1 At least one of REF02 or REF03 is required.
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification CK Check Number DN Draft Number LB Lockbox TN Transaction Reference Number	M ID 2/3
	REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	X AN 1/30
	REF03	352	Description A free-form description to clarify the related data elements and their content	X AN 1/80

Segment: **DTM** Date/Time Reference
Position: 060
Loop:
Level: Heading:
Usage: Optional
Max Use: >1
Purpose: To specify pertinent dates and times
Syntax Notes:
 1 At least one of DTM02 DTM03 or DTM06 is required.
 2 If either DTM06 or DTM07 is present, then the other is required.
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	DTM01	374	Date/Time Qualifier		M ID 3/3
				Code specifying type of date or time, or both date and time	
				097 Transaction Creation	
	DTM06	1250	Date Time Period Format Qualifier		X ID 2/3
				Code indicating the date format, time format, or date and time format	
				D6 Date Expressed in Format YYMMDD	
				D8 Date Expressed in Format CCYYMMDD	
	DTM07	1251	Date Time Period		X AN 1/35
				Expression of a date, a time, or range of dates, times or dates and times	

Segment: **N1** Name
Position: 070
Loop: N1
Level: Heading:
Usage: Optional
Max Use: 1
Purpose: To identify a party by type of organization, name, and code
Syntax Notes:
 1 At least one of N102 or N103 is required.
 2 If either N103 or N104 is present, then the other is required.
Semantic Notes:
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.

Data Element Summary

Must Use	Ref. Des.	Data Element	Name	Attributes
	N101	98	Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual	M ID 2/3
			8S Consumer Service Provider (CSP) In the alternative energy supply environment, this is the Utility or other entity providing services on behalf of the Energy Service Provider. In the consolidated consumer payments environment, this is the party that has collected remittances from end use customers on behalf of the utility.	
			AG Agent/Agency Used for multiple payer accounts (inbound or outbound). Used to identify the payment agent for control or audit purposes.	
			PE Payee In the vendor payment environment, this is the vendor. In the consolidated consumer payments environment, this is the utility.	
			PR Payer In the vendor payment environment, this is the purchaser.	
			SJ Service Provider In the alternative energy supply environment, this is the Energy Service Provider.	
	N102	93	Name Free-form name	X AN 1/60
	N103	66	Identification Code Qualifier Code designating the system/method of code structure used for Identification Code (67)	X ID 1/2
			1 D-U-N-S Number, Dun & Bradstreet	
			9 D-U-N-S+4, D-U-N-S Number with Four Character Suffix	
			24 Employer's Identification Number	
			91 Assigned by Seller or Seller's Agent An identifier assigned by the payee.	

		92	Assigned by Buyer or Buyer's Agent		
			An identifier assigned by the payer.		
N104	67	Identification Code		X	AN 2/20
		Code identifying a party or other code			

Segment: **N2** Additional Name Information
Position: 080
Loop: N1
Level: Heading:
Usage: Optional
Max Use: >1
Purpose: To specify additional names or those longer than 60 characters in length
Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
Must Use	N201	93	Name Free-form name	M AN 1/60
	N202	93	Name Free-form name	O AN 1/60

Segment: **N3** Address Information
Position: 090
Loop: N1
Level: Heading:
Usage: Optional
Max Use: >1
Purpose: To specify the location of the named party
Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N301	166	Address Information	Address information	M AN 1/55
	N302	166	Address Information	Address information	O AN 1/55

Segment: **N4** Geographic Location
Position: 100
Loop: N1
Level: Heading:
Usage: Optional
Max Use: 1
Purpose: To specify the geographic place of the named party
Syntax Notes:
Semantic Notes:
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.

Data Element Summary

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

Segment: **PER Administrative Communications Contact**
Position: 120
Loop: N1
Level: Heading:
Usage: Optional
Max Use: >1
Purpose: To identify a person or office to whom administrative communications should be directed

- Syntax Notes:**
- 1 If either PER03 or PER04 is present, then the other is required.
 - 2 If either PER05 or PER06 is present, then the other is required.
 - 3 If either PER07 or PER08 is present, then the other is required.

Semantic Notes:
Comments:

Data Element Summary

Ref.	Data Element	Name	Attributes
Must Use	PER01	366 Contact Function Code Code identifying the major duty or responsibility of the person or group named IC Information Contact	M ID 2/2
	PER02	93 Name Free-form name	O AN 1/60
	PER03	365 Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail FX Facsimile TE Telephone	X ID 2/2
	PER04	364 Communication Number Complete communications number including country or area code when applicable	X AN 1/80
	PER05	365 Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail FX Facsimile TE Telephone	X ID 2/2
	PER06	364 Communication Number Complete communications number including country or area code when applicable	X AN 1/80
	PER07	365 Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail FX Facsimile TE Telephone	X ID 2/2
	PER08	364 Communication Number Complete communications number including country or area code when applicable	X AN 1/80

Segment: **ENT** Entity
Position: 010
Loop: ENT
Level: Detail:
Usage: Mandatory
Max Use: 1
Purpose: To designate the entities that are parties to a transaction and specify a reference meaningful to those entities

Syntax Notes:
Semantic Notes:
Comments:

- 1 This segment allows for the grouping of data by entity/entities at or within a master/masters. A master (e.g., an organization) can be comprised of numerous subgroups (e.g., entities). This master may send grouped data to another master (e.g., an organization) which is comprised of one or more entities. Groupings are as follows:
 - (1) Single/Single: Only ENT01 is necessary, because there is a single entity (the sending master) communicating with a single entity (the receiving master).

Data Element Summary

<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</u>		
ENT01	554	Assigned Number	O NO 1/6
		Number assigned for differentiation within a transaction set	

Segment: **NM1** Individual or Organizational Name
Position: 020
Loop: NM1
Level: Detail:
Usage: Optional
Max Use: 1
Purpose: To supply the full name of an individual or organizational entity
Syntax Notes: 1 If either NM108 or NM109 is present, then the other is required.
Semantic Notes: 1 NM102 qualifies NM103.
Comments: 1 NM110 and NM111 further define the type of entity in NM101.

Notes: This NM1 loop is used for consolidated consumer payments. It is not necessary in the vendor payment environment.

Data Element Summary

Ref. Des.	Data Element	Name	Attributes
Must Use	NM101	98 Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual	M ID 2/3
		8R Consumer Service Provider (CSP) Customer The end use customer.	
		LW Customer The end use customer. This code is no longer recommended and will be removed from future versions of the UIG guidelines. Code 8R should be used instead.	
Must Use	NM102	1065 Entity Type Qualifier Code qualifying the type of entity	M ID 1/1
		1 Person The entity name is segmented into discrete elements; if sent, it is transmitted via NM103, NM104, NM105, NM106 and NM107.	
		2 Non-Person Entity The entity name is not segmented, if sent it will be transmitted in NM103 only.	
		3 Unknown The entity name is not segmented, if sent, it will be transmitted in NM103 only.	
NM103	1035	Name Last or Organization Name Individual last name or organizational name When the originator of the transaction set cannot parse the name, the entire name, if sent, will be transmitted in NM103. Special characters, e.g. punctuation, should not be used.	O AN 1/35
NM104	1036	Name First Individual first name	O AN 1/25
NM105	1037	Name Middle Individual middle name or initial	O AN 1/25
NM106	1038	Name Prefix Prefix to individual name	O AN 1/10
NM107	1039	Name Suffix Suffix to individual name	O AN 1/10

NM108	66	Identification Code Qualifier	X	ID 1/2
		Code designating the system/method of code structure used for Identification Code (67)		
		1 D-U-N-S Number, Dun & Bradstreet		
		9 D-U-N-S+4, D-U-N-S Number with Four Character Suffix		
		24 Employer's Identification Number		
		91 Assigned by Seller or Seller's Agent		
		An identifier assigned by the payee.		
		92 Assigned by Buyer or Buyer's Agent		
		An identifier assigned by the payer.		
NM109	67	Identification Code	X	AN 2/20
		Code identifying a party or other code		

Segment: **N2** Additional Name Information
Position: 030
Loop: NM1
Level: Detail:
Usage: Optional
Max Use: >1
Purpose: To specify additional names or those longer than 35 characters in length
Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N201	93	Name Free-form name	M AN 1/60
	N202	93	Name Free-form name	O AN 1/60

Segment: **N3** Address Information
Position: 040
Loop: NM1
Level: Detail:
Usage: Optional
Max Use: >1
Purpose: To specify the location of the named party
Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N301	166	Address Information Address information	M AN 1/55
	N302	166	Address Information Address information	O AN 1/55

Segment: **N4** Geographic Location
Position: 050
Loop: NM1
Level: Detail:
Usage: Optional
Max Use: 1
Purpose: To specify the geographic place of the named party
Syntax Notes:
Semantic Notes:
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.

Data Element Summary

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

Segment: **PER Administrative Communications Contact**
Position: 070
Loop: NM1
Level: Detail:
Usage: Optional
Max Use: >1
Purpose: To identify a person or office to whom administrative communications should be directed

- Syntax Notes:**
- 1 If either PER03 or PER04 is present, then the other is required.
 - 2 If either PER05 or PER06 is present, then the other is required.
 - 3 If either PER07 or PER08 is present, then the other is required.

Semantic Notes:
Comments:

Data Element Summary

Ref. Des.	Data Element	Name	Attributes
Must Use PER01	366	Contact Function Code Code identifying the major duty or responsibility of the person or group named IC Information Contact	M ID 2/2
PER02	93	Name Free-form name	O AN 1/60
PER03	365	Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail FX Facsimile TE Telephone	X ID 2/2
PER04	364	Communication Number Complete communications number including country or area code when applicable	X AN 1/80
PER05	365	Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail FX Facsimile TE Telephone	X ID 2/2
PER06	364	Communication Number Complete communications number including country or area code when applicable	X AN 1/80
PER07	365	Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail FX Facsimile TE Telephone	X ID 2/2
PER08	364	Communication Number Complete communications number including country or area code when applicable	X AN 1/80

Segment: **RMR** Remittance Advice Accounts Receivable Open Item Reference

Position: 150

Loop: RMR

Level: Detail:

Usage: Mandatory

Max Use: 1

Purpose: To specify the accounts receivable open item(s) to be included in the cash application and to convey the appropriate detail

Syntax Notes: 1 If either RMR01 or RMR02 is present, then the other is required.

2 If either RMR07 or RMR08 is present, then the other is required.

Semantic Notes: 1 If RMR03 is present, it specifies how the cash is to be applied.

2 RMR04 is the amount paid.

3 RMR05 is the amount of invoice (including charges, less allowance) before terms discount (if discount is applicable) or debit amount or credit amount of referenced items.

4 RMR06 is the amount of discount taken.

5 RMR08, if present, represents an interest penalty payment, amount late interest paid, or amount anticipation.

Comments: 1 Parties using this segment should agree on the content of RMR01 and RMR02 prior to initiating communication.

2 If RMR03 is not present, this is a payment for an open item. If paying an open item, RMR02 must be present. If not paying a specific open item, RMR04 must be present.

3 RMR05 may be needed by some payees to distinguish between duplicate reference numbers.

Notes: In all cases, RMR01 and RMR02 identify only the item or account in the receiving party's system to which the payment is to be applied. For example, the original invoice number for a vendor invoice or the account number for the end use customer. This number will normally be the same as that sent in the BIG02 of the 810 invoice. Any other identifiers should be transmitted in the REF segment.

Data Element Summary

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>ID</u> <u>2/3</u>
Must Use	RMR01	Reference Identification Qualifier	X
	128	Code qualifying the Reference Identification	
		06 System Number	
		When a utility uses logical account numbers (those that change when a meter route is changed, etc.), the utility can assign a System Number as a permanent key for the account. The customer account number may be used for the initial Request transaction (enrollment), but the System Number will be passed to the Service Provider during confirmation and will be used for all future transactions.	
		11 Account Number	
		Energy Service Provider-assigned account number for the end use customer.	
		12 Billing Account	
		Utility-assigned account number for the end use customer.	
		IV Seller's Invoice Number	

			PO	Purchase Order Number		
			SI	Shipper's Identifying Number for Shipment (SID) A unique number (to the shipper) assigned by the shipper to identify the shipment. Used in an ERS environment to substitute for the invoice number.		
Must Use	RMR02	127	Reference Identification		X	AN 1/30
				Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier		
	RMR03	482	Payment Action Code		O	ID 2/2
				Code specifying the accounts receivable open item(s), if any, to be included in the cash application.		
			AJ	Adjustment Adjustment of a previous payment.		
			ER	Evaluated Receipts Settlement RMR01 and RMR02 refer to the buyer's PO number.		
			FL	Final		
			NS	Not Specified (Unknown as to Type of Payment)		
			PA	Payment in Advance		
			PI	Pay Item		
			PO	Payment on Account		
			PP	Partial Payment		
	RMR04	782	Monetary Amount		O	R 1/15
				Monetary amount The amount paid. This amount is algebraically summed to BPR02.		
	RMR05	782	Monetary Amount		O	R 1/15
				Monetary amount The amount of invoice before terms discount or debit amount or credit amount of referenced items.		
	RMR06	782	Monetary Amount		O	R 1/15
				Monetary amount The discount taken. RMR05 minus RMR06 equals RMR04		
	RMR07	426	Adjustment Reason Code		X	ID 2/2
				Code indicating reason for debit or credit memo or adjustment to invoice, debit or credit memo, or payment Use any valid codes Data Element 426 codes, as mutually agreed between the trading partners.		
	RMR08	782	Monetary Amount		X	R 1/15
				Monetary amount The adjustment amount. This amount should be signed if negative. For an adjustment to this current payment, the amount in RMR04 is the result after the adjustment was applied; i.e., net of the adjustment. For an adjustment to a previous payment, the amount in RMR04 is to be the same as the amount in this RMR08.		

Segment: **REF** Reference Identification
Position: 170
Loop: RMR
Level: Detail:
Usage: Optional
Max Use: >1
Purpose: To specify identifying information
Syntax Notes: 1 At least one of REF02 or REF03 is required.
Semantic Notes:
Comments:

Notes: This segment is used to provide additional information, **other than the invoice number or end use customer account number**. This segment is not to be used to identify the item or account to which the cash payment is to be applied; that information is to be sent in RMR02.

Data Element Summary

Must Use	Ref. Des.	Data Element	Name	Attributes
	REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification	M ID 2/3
			06 System Number When a utility uses logical account numbers (those that change when a meter route is changed, etc.), the utility can assign a System Number as a permanent key for the account. The customer account number may be used for the initial Request transaction (enrollment), but the System Number will be passed to the Service Provider during confirmation and will be used for all future transactions.	
			11 Account Number Energy Service Provider-assigned account number for the end use customer.	
			12 Billing Account Utility-assigned account number for the end use customer.	
			IL Internal Order Number	
			LB Lockbox	
			OI Original Invoice Number Sent when the 820 is adjusting a previous invoice.	
			PO Purchase Order Number	
			SH Sender Defined Clause	
			SI Shipper's Identifying Number for Shipment (SID) A unique number (to the shipper) assigned by the shipper to identify the shipment	
			VV Voucher	
	REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	X AN 1/30
	REF03	352	Description A free-form description to clarify the related data elements and their content	X AN 1/80

Segment: **DTM** Date/Time Reference
Position: 180
Loop: RMR
Level: Detail:
Usage: Optional
Max Use: >1
Purpose: To specify pertinent dates and times
Syntax Notes: 1 At least one of DTM02 DTM03 or DTM06 is required.
 2 If either DTM06 or DTM07 is present, then the other is required.
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	DTM01	374	Date/Time Qualifier Code specifying type of date or time, or both date and time	M ID 3/3
			003 Invoice	
			035 Delivered	
			173 Week Ending	
			174 Month Ending	
			193 Period Start	
			194 Period End	
			214 Date of Repair/Service	
			809 Posted	
	DTM06	1250	Date Time Period Format Qualifier Code indicating the date format, time format, or date and time format	X ID 2/3
			D6 Date Expressed in Format YYMMDD	
			D8 Date Expressed in Format CCYYMMDD	
	DTM07	1251	Date Time Period Expression of a date, a time, or range of dates, times or dates and times	X AN 1/35

Segment: **SE** Transaction Set Trailer
Position: 010
Loop:
Level: Summary:
Usage: Mandatory
Max Use: 1
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)

Syntax Notes:
Semantic Notes:
Comments: 1 SE is the last segment of each transaction set.

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	SE01	96		Number of Included Segments Total number of segments included in a transaction set including ST and SE segments	M NO 1/10
Must Use	SE02	329		Transaction Set Control Number 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