

Utility Industry Group Implementation Standard

for

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

TRANSACTION SET

855

Ver/Rel 004010

Purchase Order Acknowledgment

February 9, 2000

Summary of Changes

February 9, 2000

Initial release.

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855 Purchase Order Acknowledgment

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.

Purpose

This Utility Industry Group (UIG) Implementation Guideline contains the format and establishes the data contents of the Purchase Order Acknowledgment Transaction Set (855) as adopted by the UIG 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 a seller's acknowledgment of a buyer's purchase order. The transaction set can also be used as notification of a vendor generated order; this usage advises a buyer that a vendor has or will ship merchandise as prearranged in their partnership.

Overview

The 855 Purchase Order Acknowledgment transaction set consists of three groups of data segments: header, detail, and summary. In general, the header segments identify the interchanging partners, establish control numbers, and specify the use and purpose of the transaction set. The detail area consists of repeating segments of line item data. A number of line items can be included in a single purchase order acknowledgment transaction. The summary area provides the totals and control numbers to ensure a complete transmission.

Some segments and the N1 loop can be used in both the header and detail. Usage in the header will apply to the entire document unless used in one or more line items, in which case the usage at the line item(s) will override the header usage for the item(s).

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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.

Document-Specific Best Practices

General Usage

- The purpose of the 855 is to convey acceptance or rejection of a purchase order (850). The acceptance can be made with changes or modifications, if necessary.
- The 855 should include the supplier's original shipment promise, if known. The communication of actual shipment information (carrier, ship date, etc.) should be reserved for other documents as defined in the trading relationship.
- The 855 should acknowledge all line items when known. This action is usually handled at the line item level. However, header data elements may be included along with specific line item level overrides.
- An initial 855 that references the original purchase order (850) should be issued. Subsequent acknowledgments or notifications of change should be defined in the trading relationship.

Use of The PID Segment

- The use of the PID (product description) segment should be limited to those cases where no utility or supplier number is available to identify the material or where confirmation or correction of a product's technical description is required.
- If a description is transmitted in addition to a utility or supplier number, the sending application should limit the ability to modify this description field as this data may be used as key data in the receiving application.
- If a modified description (i.e., similar to) is transmitted along with a utility or supplier number within the PO1 loop, the qualifier associated with the supplier number should be changed to VI (vary item product number) to inform the receiving application of the change.

Notice of Evaluated Receipts

- The Header PWK segment should be used to confirm that the purchase order is covered by an evaluated receipt settlement (ERS) arrangement and that a supplier invoice will not be sent to the utility.
- The desire to develop an ERS relationship with a trading partner should be addressed between the partners prior to the initial transmission of an ERS purchase order.

Use of the SLN Segment

- The SLN segment is used to communicate a supplier's breakdown of a customer's line item into shippable and/or billable entities. This action communicates valuable information to the receiving function and has implications regarding the implementation of bar coding. Currently, most existing purchasing and accounts payable applications cannot accommodate a breakdown of the line item prices. When pricing cannot be accommodated at the subline level the following approach is recommended:
 1. If an item is an assembly (kit, lot, etc.) and the supplier can bill it as such, the value of all material will be reflected at the line item level. The subline is provided for information only. All receipting should be handled at the line item level.
 2. If an item is an assembly (kit, lot, etc.) and the supplier is required to bill each component separately, the trading partners should establish additional line items that reflect each billable component. All billing and

receiving should be handled at the line item level for the billable components.

3. The UIG recommends that, when possible, the identification of billable components be handled in the pre-order stage, such as the RFQ phase.
 4. When a subline is received, it is recommended that it be passed on to other related functions.
- When evaluating a new application, consideration should be given to including a subline structure, as this approach will facilitate the receiving of material and the processing by accounts payable.
 - The potential use of sublines (SLN) by a supplier should be communicated to the customer during the mapping process. There should be no need for special notification on an individual transaction set basis to indicate the use of sublines. The existence of the subline (SLN) segment in the return document is sufficient notification of its presence.

Safety-Related Purchasing

- For the purpose of these best practices, the term 'attachments' refers to the technical and quality requirements and applicable specifications that are referenced as part of the purchase order, either by attachment to or by incorporation into the body of the purchase order.
- The utility is responsible for assuring that the supplier has received the original hard-copy set of all applicable safety-related attachments and for providing the supplier with all revisions or changes to the attachments.
- The supplier is responsible for assuring that the safety-related clauses or attachments identified in the REF or N9/MSG segments of the EDI purchase order are on file. The supplier is responsible for contacting the utility prior to processing if the supplier does not possess the referenced attachment(s).
- To assure integrity, all safety-related orders or change orders will require confirmation by means of a Purchase Order Acknowledgment (TS 855) or P.O. Change Acknowledgment (TS 865), specifically confirming the attachment data.
- Safety and non-safety items should not be combined in the same purchase order.
- All nuclear orders are to be coded as either safety or non-safety.
- The partners should attempt to consolidate and standardize attachments.
- Release purchase orders will only reference attachments that have been previously agreed to in the original blanket purchase order. All additional attachments or modifications to attachments must be accomplished by a change order to the original blanket order.

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Functional Group ID=**PR**

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	BAK	Beginning Segment for Purchase Order Acknowledgment	M	1		
	040	CUR	Currency	O	1		
	050	REF	Reference Identification	O	>1		
	060	PER	Administrative Communications Contact	O	3		
	080	FOB	F.O.B. Related Instructions	O	>1		
						LOOP ID - SAC	25
	120	SAC	Service, Promotion, Allowance, or Charge Information	O	1		
	130	ITD	Terms of Sale/Deferred Terms of Sale	O	5		
	150	DTM	Date/Time Reference	O	10		
	210	PWK	Paperwork	O	25		
	240	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12		
						LOOP ID - N1	200
	300	N1	Name	O	1		
	310	N2	Additional Name Information	O	2		
	320	N3	Address Information	O	2		
	330	N4	Geographic Location	O	1		
	350	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 - PO1	100000
	010	PO1	Baseline Item Data	O	1		n1
						LOOP ID - PID	1000
	050	PID	Product/Item Description	O	1		
	070	PWK	Paperwork	O	25		
	100	REF	Reference Identification	O	>1		
						LOOP ID - SAC	25
	130	SAC	Service, Promotion, Allowance, or Charge Information	O	1		
						LOOP ID - ACK	104
	270	ACK	Line Item Acknowledgment	O	1		
						LOOP ID - N9	1000
	350	N9	Reference Identification	O	1		
	360	MSG	Message Text	O	1000		

		LOOP ID - N1	200	
370	N1	Name	O	1
380	N2	Additional Name Information	O	2
390	N3	Address Information	O	2
400	N4	Geographic Location	O	1
		LOOP ID - SLN	1000	
490	SLN	Subline Item Detail	O	1
510	PID	Product/Item Description	O	1000
530	ACK	Line Item Acknowledgment	O	104
		LOOP ID - SAC	10	
540	SAC	Service, Promotion, Allowance, or Charge Information	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>
		LOOP ID - CTT			1	
010	CTT	Transaction Totals	O	1		n2
Must Use	030	SE	Transaction Set Trailer	M	1	

Transaction Set Notes

1. PO102 is required.
2. The number of line items (CTT01) is the accumulation of the number of PO1 segments.

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) 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).
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 855 Purchase Order Acknowledgment	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: **BAK** Beginning Segment for Purchase Order Acknowledgment
Position: 020
Loop:
Level: Heading
Usage: **Mandatory**
Max Use: 1
Purpose: To indicate the beginning of the Purchase Order Acknowledgment Transaction Set and transmit identifying numbers and dates

Syntax Notes:
Semantic Notes:

- 1 BAK04 is the date assigned by the purchaser to purchase order.
- 2 BAK08 is the seller's order number.
- 3 BAK09 is the date assigned by the sender to the acknowledgment.

Comments:

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	BAK01	353	Transaction Set Purpose Code Code identifying purpose of transaction set 00 Original	M ID 2/2
Must Use	BAK02	587	Acknowledgment Type Code specifying the type of acknowledgment AC Acknowledge - With Detail and Change AD Acknowledge - With Detail, No Change AE Acknowledge - With Exception Detail Only AP Acknowledge - Product Replenishment RD Reject with Detail	M ID 2/2
Must Use	BAK03	324	Purchase Order Number Identifying number for Purchase Order assigned by the orderer/purchaser Blanket Purchase Order Number or Stand Alone Purchase Order Number	M AN 1/22
Must Use	BAK04	373	Date Date expressed as CCYYMMDD	M DT 8/8
	BAK05	328	Release Number Number identifying a release against a Purchase Order previously placed by the parties involved in the transaction Blanket Purchase Order Release Number	O AN 1/30
	BAK07	367	Contract Number Contract number This is a reference to an original master agreement on Terms & Conditions.	O AN 1/30
	BAK08	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier Can contain the seller's order number	O AN 1/30
	BAK09	373	Date Date expressed as CCYYMMDD Acknowledgment Date	O DT 8/8

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:

- 1 If CUR08 is present, then CUR07 is required.
- 2 If CUR09 is present, then CUR07 is required.
- 3 If CUR10 is present, then at least one of CUR11 or CUR12 is required.
- 4 If CUR11 is present, then CUR10 is required.
- 5 If CUR12 is present, then CUR10 is required.
- 6 If CUR13 is present, then at least one of CUR14 or CUR15 is required.
- 7 If CUR14 is present, then CUR13 is required.
- 8 If CUR15 is present, then CUR13 is required.
- 9 If CUR16 is present, then at least one of CUR17 or CUR18 is required.
- 10 If CUR17 is present, then CUR16 is required.
- 11 If CUR18 is present, then CUR16 is required.
- 12 If CUR19 is present, then at least one of CUR20 or CUR21 is required.
- 13 If CUR20 is present, then CUR19 is required.
- 14 If CUR21 is present, then CUR19 is required.

Semantic Notes:
Comments:

- 1 See the Figures Appendix of the X12 Standards for examples detailing the use of the CUR segment.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data 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 BY Buying Party (Purchaser) SE Selling Party	M ID 2/3
Must Use	CUR02	100	Currency Code Code (Standard ISO) for country in whose currency the charges are specified CAD Canadian MEX Mexican Pesos USD US Dollars	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.
 2 If either C04003 or C04004 is present, then the other is required.
 3 If either C04005 or C04006 is present, then the other is required.
Semantic Notes:
 1 REF04 contains data relating to the value cited in REF02.
Comments:

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification CR Customer Reference Number EQ Equipment Number QC Product Specification Document Number QR Represents a non-nuclear safety related item. Quality Report Number Represents a utility specific classification of product safety. May include safety, commercial or non-safety parts. The buyer is responsible for proper classification while the supplier is responsible for proper interpretation. Represents a nuclear related item.	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 When REF01 = QC or QR, use NSR to represent nuclear safety related classification (10CFR21 or equivalent applies) or use NNS to represent nuclear non-safety related classification (10CFR21 or equivalent does not apply).	X AN 1/30
	REF03	352	Description A free-form description to clarify the related data elements and their content Used when REF01 = QC or QR and REF02 = NSR or NNS to identify the relevant documents and requirements.	X AN 1/80

Segment: **PER Administrative Communications Contact**
Position: 060
Loop:
Level: Heading
Usage: Optional
Max Use: 3
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

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
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: **FOB** F.O.B. Related Instructions
Position: 080
Loop:
Level: Heading
Usage: Optional
Max Use: >1
Purpose: To specify transportation instructions relating to shipment
Syntax Notes:

- 1 If FOB03 is present, then FOB02 is required.
- 2 If FOB04 is present, then FOB05 is required.
- 3 If FOB07 is present, then FOB06 is required.
- 4 If FOB08 is present, then FOB09 is required.

Semantic Notes:

- 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.

Comments:

Data Element Summary

Must Use	Ref. Des.	Data Element	Name	Attributes
	FOB01	146	Shipment Method of Payment	M ID 2/2
			Code identifying payment terms for transportation charges	
			CC Collect	
			CF Collect, Freight Credited Back to Customer	
			DF Defined by Buyer and Seller	
			NC Service Freight, No Charge	
			PA Use to indicate no freight will be billed. Advance Prepaid	
			PC Use if material purchased includes shipment costs in the unit price, but freight charges will be invoiced as a separate amount. Prepaid but Charged to Customer	
			PS Use if material purchased does not include shipment costs in the unit price, but the seller prepays freight charges and invoices the buyer for reimbursement. Paid by Seller	
			PU Use if material purchased includes shipment costs in the unit price, but freight charges will not be invoiced as a separate amount. Pickup	
			FOB05 335 Transportation Terms Code	X ID 3/3
			Code identifying the trade terms which apply to the shipment transportation responsibility	
			FAS Free Alongside Ship	
			FOB Free on Board	

FOB06 **309** **Location Qualifier** **X** **ID 1/2**

Code identifying type of location

AC City and State

DE Destination (Shipping)

OR Origin (Shipping Point)

FOB07 **352** **Description** **O** **AN 1/80**

A free-form description to clarify the related data elements and their content

Segment: **SAC** Service, Promotion, Allowance, or Charge Information

Position: 120
Loop: SAC
Level: Heading
Usage: Optional
Max Use: 1

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

- Syntax Notes:**
- 1 At least one of SAC02 or SAC03 is required.
 - 2 If either SAC03 or SAC04 is present, then the other is required.
 - 3 If either SAC06 or SAC07 is present, then the other is required.
 - 4 If either SAC09 or SAC10 is present, then the other is required.
 - 5 If SAC11 is present, then SAC10 is required.
 - 6 If SAC13 is present, then at least one of SAC02 or SAC04 is required.
 - 7 If SAC14 is present, then SAC13 is required.
 - 8 If SAC16 is present, then SAC15 is required.

- Semantic Notes:**
- 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. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence.
 - 3 SAC08 is the allowance or charge rate per unit.
 - 4 SAC10 and SAC11 is the quantity basis when the allowance or charge quantity is different from the purchase order or invoice quantity. SAC10 and SAC11 used together indicate a quantity range, which could be a dollar amount, that is applicable to service, promotion, allowance, or charge.
 - 5 SAC13 is used in conjunction with SAC02 or SAC04 to provide a specific reference number as identified by the code used.
 - 6 SAC14 is used in conjunction with SAC13 to identify an option when there is more than one option of the promotion.
 - 7 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 to further the code in 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.

Notes: A charge which does not appear in the purchase order and applies to the whole order. Line item specific charges/allowances would appear in the detail SAC.

Charges/allowances sent here should correspond to the SAC at the summary level on the 810.

Data Element Summary

Ref. Des.	Data Element	Name	Attributes
Must Use	SAC01	248 Allowance or Charge Indicator	M ID 1/1
		Code which indicates an allowance or charge for the service specified	
		A Allowance	
		C Charge	
		N No Allowance or Charge	

SAC02	1300	Service, Promotion, Allowance, or Charge Code	X	ID 4/4
		Code identifying the service, promotion, allowance, or charge		
		Use any valid code from the data element list, as agreed between trading partners. The most commonly used codes include:		
		A010 Absolute Minimum Charge		
		A720 Broken Package Charge		
		A880 Cancellation Charge		
		B050 Certification		
		B320 Competitive Allowance		
		F750 Processing Charge		
		G470 Restocking Charge		
		H090 Special Handling		
SAC05	610	Amount	O	N2 1/15
		Monetary amount		
SAC12	331	Allowance or Charge Method of Handling Code	O	ID 2/2
		Code indicating method of handling for an allowance or charge		
		02 Off Invoice		
		05 Charge to be Paid by Vendor		
		06 Charge to be Paid by Customer		
SAC15	352	Description	X	AN 1/80
		A free-form description to clarify the related data elements and their content		

- Segment:** **ITD** **Terms of Sale/Deferred Terms of Sale**
Position: 130
Loop:
Level: Heading
Usage: Optional
Max Use: 5
Purpose: To specify terms of sale
Syntax Notes:
 1 If ITD03 is present, then at least one of ITD04 ITD05 or ITD13 is required.
 2 If ITD08 is present, then at least one of ITD04 ITD05 or ITD13 is required.
 3 If ITD09 is present, then at least one of ITD10 or ITD11 is required.
Semantic Notes:
 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.

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
ITD01	336	Terms Type Code Code identifying type of payment terms 04 Deferred or Installment 05 Discount Not Applicable 08 Basic Discount Offered 09 Proximo	<input type="radio"/> ID 2/2
ITD02	333	Terms Basis Date Code Code identifying the beginning of the terms period 1 Ship Date 3 Invoice Date 5 Invoice Receipt Date 15 Receipt of Goods	<input type="radio"/> ID 1/2
ITD03	338	Terms Discount Percent Terms discount percentage, expressed as a percent, available to the purchaser if an invoice is paid on or before the Terms Discount Due Date	<input type="radio"/> R 1/6
ITD05	351	Terms Discount Days Due Number of days in the terms discount period by which payment is due if terms discount is earned	<input checked="" type="radio"/> NO 1/3
ITD07	386	Terms Net Days Number of days until total invoice amount is due (discount not applicable)	<input type="radio"/> NO 1/3
ITD12	352	Description A free-form description to clarify the related data elements and their content	<input type="radio"/> AN 1/80
ITD13	765	Day of Month The numeric value of the day of the month between 1 and the maximum day of the month being referenced	<input checked="" type="radio"/> NO 1/2
ITD14	107	Payment Method Code Code identifying type of payment procedures AC Credit Card This will be used to acknowledge the use of a procurement card for payment.	<input type="radio"/> ID 1/2

Segment: **DTM** Date/Time Reference
Position: 150
Loop:
Level: Heading
Usage: Optional
Max Use: 10
Purpose: To specify pertinent dates and times
Syntax Notes:
 1 At least one of DTM02 DTM03 or DTM05 is required.
 2 If DTM04 is present, then DTM03 is required.
 3 If either DTM05 or DTM06 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
			039 Ship Week of	
			067 Current Schedule Delivery	
			068 Current Schedule Ship	
			076 Scheduled for Delivery (Week of)	
			100 No Shipping Schedule Established as of	
	DTM02	373	Date Date expressed as CCYYMMDD	X DT 8/8

Segment: **PWK** Paperwork
Position: 210
Loop:
Level: Heading
Usage: Optional
Max Use: 25
Purpose: To identify the type or transmission or both of paperwork or supporting information
Syntax Notes: 1 If either PWK05 or PWK06 is present, then the other is required.
Semantic Notes:
Comments: 1 PWK05 and PWK06 may be used to identify the addressee by a code number.
 2 PWK07 may be used to indicate special information to be shown on the specified report.
 3 PWK08 may be used to indicate action pertaining to a report.
Notes: Used to confirm that the purchase order is covered by an evaluated receipt settlement (ERS) arrangement and that a supplier invoice will not be sent.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	PWK01	755	Report Type Code Code indicating the title or contents of a document, report or supporting item IV Invoice	M ID 2/2
	PWK02	756	Report Transmission Code Code defining timing, transmission method or format by which reports are to be sent EL Electronically Only	O ID 1/2
	PWK03	757	Report Copies Needed The number of copies of a report that should be sent to the addressee Insert the number '0' to confirm that no invoice will be sent.	O NO 1/2

Segment: **TD5** Carrier Details (Routing Sequence/Transit Time)
Position: 240
Loop:
Level: Heading
Usage: Optional
Max Use: 12
Purpose: To specify the carrier and sequence of routing and provide transit time information
Syntax Notes:

- 1 At least one of TD502 TD504 TD505 TD506 or TD512 is required.
- 2 If TD502 is present, then TD503 is required.
- 3 If TD507 is present, then TD508 is required.
- 4 If TD510 is present, then TD511 is required.
- 5 If TD513 is present, then TD512 is required.
- 6 If TD514 is present, then TD513 is required.
- 7 If TD515 is present, then TD512 is required.

Semantic Notes:

- 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.

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
TD501	133	Routing Sequence Code Code describing the relationship of a carrier to a specific shipment movement B Origin/Delivery Carrier (Any Mode)	O ID 1/2
TD502	66	Identification Code Qualifier Code designating the system/method of code structure used for Identification Code (67) 2 Standard Carrier Alpha Code (SCAC)	X ID 1/2
TD503	67	Identification Code Code identifying a party or other code	X AN 2/80
TD504	91	Transportation Method/Type Code Code specifying the method or type of transportation for the shipment Use any valid code from the data element list, as agreed between trading partners. The most commonly used codes include:	X ID 1/2
		A Air	
		D Parcel Post	
		FL Motor (Flatbed)	
		H Customer Pickup	
		M Motor (Common Carrier)	
		R Rail	
		SR Supplier Truck	
		T Best Way (Shippers Option)	
		U Private Parcel Service	

Segment: **N1** Name
Position: 300
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.
 2 N105 and N106 further define the type of entity in N101.

Data Element Summary

Ref. Des.	Data Element	Name	Attributes
Must Use N101	98	Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual BT Bill-to-Party SF Ship From SN Store ST Ship To	M ID 2/3
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) 1 D-U-N-S Number, Dun & Bradstreet 9 D-U-N-S+4, D-U-N-S Number with Four Character Suffix 91 Assigned by Seller or Seller's Agent 92 Assigned by Buyer or Buyer's Agent	X ID 1/2
N104	67	Identification Code Code identifying a party or other code	X AN 2/80

Segment: **N2** Additional Name Information
Position: 310
Loop: N1
Level: Heading
Usage: Optional
Max Use: 2
Purpose: To specify additional names or those longer than 35 characters in length
Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</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: 320
Loop: N1
Level: Heading
Usage: Optional
Max Use: 2
Purpose: To specify the location of the named party
Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref. Des.</u>	<u>Data 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: 330
Loop: N1
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To specify the geographic place of the named party
Syntax Notes: 1 If N406 is present, then N405 is required.
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. Des.</u>	<u>Data Element</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: 350
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

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
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: **PO1** **Baseline Item Data**
Position: 010
Loop: PO1
Level: Detail
Usage: Optional
Max Use: 1
Purpose: To specify basic and most frequently used line item data
Syntax Notes:
 1 If PO103 is present, then PO102 is required.
 2 If PO105 is present, then PO104 is required.
 3 If either PO106 or PO107 is present, then the other is required.
 4 If either PO108 or PO109 is present, then the other is required.
 5 If either PO110 or PO111 is present, then the other is required.
 6 If either PO112 or PO113 is present, then the other is required.
 7 If either PO114 or PO115 is present, then the other is required.
 8 If either PO116 or PO117 is present, then the other is required.
 9 If either PO118 or PO119 is present, then the other is required.
 10 If either PO120 or PO121 is present, then the other is required.
 11 If either PO122 or PO123 is present, then the other is required.
 12 If either PO124 or PO125 is present, then the other is required.

Semantic Notes:
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.

Data Element Summary

Ref. Des.	Data Element	Name	Attributes
PO101	350	Assigned Identification	O AN 1/20
		Alphanumeric characters assigned for differentiation within a transaction set	
		Return the value found in the PO101 of the TS 850 purchase order.	
Must Use	PO102	330 Quantity Ordered	X R 1/15
		Quantity ordered	
	PO103	355 Unit or Basis for Measurement Code	O ID 2/2
		Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	
		Use any valid code from the data element list, as agreed between trading partners. The most commonly used codes include:	
		DZ Dozen	
		EA Each	
		FT Foot	
		HR Hours	
		LB Pound	
		PR Pair	
	PO104	212 Unit Price	X R 1/17
		Price per unit of product, service, commodity, etc.	
		If the seller changes the unit price from that in the TS 850, provide the new price here. Otherwise this element is not sent.	

PO106	235	Product/Service ID Qualifier	X ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		The PO106 and PO108 combination allows for communicating the cross-reference of a supplier's identifying number(s) to the buyer's part number.	
		BP	Buyer's Part Number
		EN	European Article Number (EAN) (2-5-5-1)
		GS	General Specification Number
		MF	Manufacturer
		MG	Manufacturer's Part Number
		PT	Print or Drawing
		SN	Serial Number
		UP	U.P.C. Consumer Package Code (1-5-5-1)
		VP	Vendor's (Seller's) Part Number
PO107	234	Product/Service ID	X AN 1/48
		Identifying number for a product or service	
PO108	235	Product/Service ID Qualifier	X ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		BP	Buyer's Part Number
		EN	European Article Number (EAN) (2-5-5-1)
		GS	General Specification Number
		MF	Manufacturer
		MG	Manufacturer's Part Number
		PT	Print or Drawing
		SN	Serial Number
		UP	U.P.C. Consumer Package Code (1-5-5-1)
		VP	Vendor's (Seller's) Part Number
PO109	234	Product/Service ID	X AN 1/48
		Identifying number for a product or service	
PO110	235	Product/Service ID Qualifier	X ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		Use any of the qualifiers listed in PO106	
PO111	234	Product/Service ID	X AN 1/48
		Identifying number for a product or service	
PO112	235	Product/Service ID Qualifier	X ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		Use any of the qualifiers listed in PO106	
PO113	234	Product/Service ID	X AN 1/48
		Identifying number for a product or service	
PO114	235	Product/Service ID Qualifier	X ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		Use any of the qualifiers listed in PO106	
PO115	234	Product/Service ID	X AN 1/48
		Identifying number for a product or service	

PO116	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in PO106		
PO117	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
PO118	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in PO106		
PO119	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
PO120	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in PO106		
PO121	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
PO122	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in PO106		
PO123	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
PO124	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in PO106		
PO125	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		

- Segment:** **PID** Product/Item Description
- Position:** 050
- Loop:** PID
- Level:** Detail
- Usage:** Optional
- Max Use:** 1
- Purpose:** To describe a product or process in coded or free-form format
- Syntax Notes:**
- 1 If PID04 is present, then PID03 is required.
 - 2 At least one of PID04 or PID05 is required.
 - 3 If PID07 is present, then PID03 is required.
 - 4 If PID08 is present, then PID04 is required.
 - 5 If PID09 is present, then PID05 is required.
- Semantic Notes:**
- 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.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	PID01	349	Item Description Type Code indicating the format of a description F Free-form	M ID 1/1
	PID05	352	Description A free-form description to clarify the related data elements and their content	X AN 1/80

Segment: **PWK** Paperwork
Position: 070
Loop: PO1
Level: Detail
Usage: Optional
Max Use: 25
Purpose: To identify the type or transmission or both of paperwork or supporting information
Syntax Notes: 1 If either PWK05 or PWK06 is present, then the other is required.
Semantic Notes:
Comments: 1 PWK05 and PWK06 may be used to identify the addressee by a code number.
 2 PWK07 may be used to indicate special information to be shown on the specified report.
 3 PWK08 may be used to indicate action pertaining to a report.

Data Element Summary

Ref. Des.	Data Element	Name	Attributes
Must Use	PWK01	755 Report Type Code	M ID 2/2
		Code indicating the title or contents of a document, report or supporting item	
		CP Certificate of Compliance (Material Certification)	
		DW Drawing(s)	
		IT Certified Inspection and Test Results	
		MD Material Data Sheets	
		SP Specification	
		VD Data Request for Vendor's Specifications or Drawings.	
	PWK02	756 Report Transmission Code	O ID 1/2
		Code defining timing, transmission method or format by which reports are to be sent	
		BW Best Way (Sender's Option)	
		EL Electronically Only	
		EM E-Mail	
		FX By Fax	
		WS With Shipment (With Package)	
	PWK03	757 Report Copies Needed	O NO 1/2
		The number of copies of a report that should be sent to the addressee	

Segment: **REF** Reference Identification
Position: 100
Loop: PO1
Level: Detail
Usage: Optional
Max Use: >1
Purpose: To specify identifying information
Syntax Notes:
 1 At least one of REF02 or REF03 is required.
 2 If either C04003 or C04004 is present, then the other is required.
 3 If either C04005 or C04006 is present, then the other is required.
Semantic Notes:
 1 REF04 contains data relating to the value cited in REF02.
Comments:

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification	M ID 2/3
			C7 Contract Line Item Number Blanket order line item number	
			CT Contract Number Blanket order number	
			EQ Equipment Number	
	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: **SAC** Service, Promotion, Allowance, or Charge Information

Position: 130

Loop: SAC

Level: Detail

Usage: Optional

Max Use: 1

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

- Syntax Notes:**
- 1 At least one of SAC02 or SAC03 is required.
 - 2 If either SAC03 or SAC04 is present, then the other is required.
 - 3 If either SAC06 or SAC07 is present, then the other is required.
 - 4 If either SAC09 or SAC10 is present, then the other is required.
 - 5 If SAC11 is present, then SAC10 is required.
 - 6 If SAC13 is present, then at least one of SAC02 or SAC04 is required.
 - 7 If SAC14 is present, then SAC13 is required.
 - 8 If SAC16 is present, then SAC15 is required.

- Semantic Notes:**
- 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. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence.
 - 3 SAC08 is the allowance or charge rate per unit.
 - 4 SAC10 and SAC11 is the quantity basis when the allowance or charge quantity is different from the purchase order or invoice quantity. SAC10 and SAC11 used together indicate a quantity range, which could be a dollar amount, that is applicable to service, promotion, allowance, or charge.
 - 5 SAC13 is used in conjunction with SAC02 or SAC04 to provide a specific reference number as identified by the code used.
 - 6 SAC14 is used in conjunction with SAC13 to identify an option when there is more than one option of the promotion.
 - 7 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 to further the code in 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.

Notes: The SAC segment can be used to advise the buyer of additional charges or allowances not shown in the purchase order. This information can be used by the buyer to amend the purchase order to reflect these amounts.

Data Element Summary

Ref. Des.	Data Element	Name	Attributes
Must Use	SAC01	248 Allowance or Charge Indicator	M ID 1/1
		Code which indicates an allowance or charge for the service specified	
		A Allowance	
		C Charge	
		N No Allowance or Charge	

SAC02	1300	Service, Promotion, Allowance, or Charge Code	X	ID 4/4
		Code identifying the service, promotion, allowance, or charge		
		Use any valid code from the data element list, as agreed between trading partners. The most commonly used codes include:		
		A010 Absolute Minimum Charge		
		A480 Assembly		
		A720 Broken Package Charge		
		A880 Cancellation Charge		
		B050 Certification		
		B920 Cut and Parallel		
		B940 Cutting Charge		
		C080 Demurrage		
		C090 Deposit Charges		
		C690 Escalation		
		D240 Freight		
		D870 Inspection		
		D980 Insurance		
		E190 Labor Charges		
		E240 Labor, Test and Calibrate		
		F180 Pallet		
		F750 Processing Charge		
		G200 Reel Deposit		
		G470 Restocking Charge		
		H090 Special Handling		
		H170 Special Tooling Charge		
SAC05	610	Amount	O	N2 1/15
		Monetary amount		
SAC12	331	Allowance or Charge Method of Handling Code	O	ID 2/2
		Code indicating method of handling for an allowance or charge		
		02 Off Invoice		
		05 Charge to be Paid by Vendor		
		06 Charge to be Paid by Customer		
SAC15	352	Description	X	AN 1/80
		A free-form description to clarify the related data elements and their content		

Segment: **ACK** Line Item Acknowledgment

Position: 270
Loop: ACK
Level: Detail
Usage: Optional
Max Use: 1

Purpose: To acknowledge the ordered quantities and specify the ready date for a specific line item

- Syntax Notes:**
- 1 If either ACK02 or ACK03 is present, then the other is required.
 - 2 If ACK04 is present, then ACK05 is required.
 - 3 If either ACK07 or ACK08 is present, then the other is required.
 - 4 If either ACK09 or ACK10 is present, then the other is required.
 - 5 If either ACK11 or ACK12 is present, then the other is required.
 - 6 If either ACK13 or ACK14 is present, then the other is required.
 - 7 If either ACK15 or ACK16 is present, then the other is required.
 - 8 If either ACK17 or ACK18 is present, then the other is required.
 - 9 If either ACK19 or ACK20 is present, then the other is required.
 - 10 If either ACK21 or ACK22 is present, then the other is required.
 - 11 If either ACK23 or ACK24 is present, then the other is required.
 - 12 If either ACK25 or ACK26 is present, then the other is required.
 - 13 If either ACK27 or ACK28 is present, then the other is required.
 - 14 If ACK28 is present, then both ACK27 and ACK29 are required.

Semantic Notes: 1 ACK29 Industry Reason Code may be used to identify the item status. In addition, it may be used in conjunction with ACK01 to further clarify the status.

Comments:

Data Element Summary

Must Use	Ref. Des.	Data Element	Name	Attributes
	ACK01	668	Line Item Status Code	M ID 2/2
			Code specifying the action taken by the seller on a line item requested by the buyer	
			AC Item Accepted and Shipped	
			DR Item Accepted - Date Rescheduled	
			IA Item Accepted	
			IB Item Backordered	
			IC Item Accepted - Changes Made	
			IH Item on Hold	
			IP Item Accepted - Price Changed	
			IQ Item Accepted - Quantity Changed	
			IR Item Rejected	
			IS Item Accepted - Substitution Made	
			SP Item Accepted - Schedule Date Pending	
	ACK02	380	Quantity	X R 1/15
			Numeric value of quantity	
	ACK03	355	Unit or Basis for Measurement Code	X ID 2/2
			Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	
			Use any valid code from the data element list, as agreed between trading partners. The most commonly used codes include:	
			DZ Dozen	
			EA Each	

		FT	Foot		
		HR	Hours		
		LB	Pound		
		PR	Pair		
ACK04	374	Date/Time Qualifier		O	ID 3/3
		Code specifying type of date or time, or both date and time			
		039	Ship Week of		
		067	Current Schedule Delivery		
		068	Current Schedule Ship		
		076	Scheduled for Delivery (Week of)		
		100	No Shipping Schedule Established as of		
ACK05	373	Date		X	DT 8/8
		Date expressed as CCYYMMDD			
ACK07	235	Product/Service ID Qualifier		X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		This element should only be used when ACK01 is equal to IS			
		BP	Buyer's Part Number		
		EN	European Article Number (EAN) (2-5-5-1)		
		GS	General Specification Number		
		MF	Manufacturer		
		MG	Manufacturer's Part Number		
		PT	Print or Drawing		
		SN	Serial Number		
		SR	Substitute Product Number		
		SS	Superseded Part Number		
		UP	U.P.C. Consumer Package Code (1-5-5-1)		
		VI	Vary Item Product Number		
		VP	Vendor's (Seller's) Part Number		
ACK08	234	Product/Service ID		X	AN 1/48
		Identifying number for a product or service			
ACK09	235	Product/Service ID Qualifier		X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		Use any of the qualifiers listed in ACK07			
ACK10	234	Product/Service ID		X	AN 1/48
		Identifying number for a product or service			
ACK11	235	Product/Service ID Qualifier		X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		Use any of the qualifiers listed in ACK07			
ACK12	234	Product/Service ID		X	AN 1/48
		Identifying number for a product or service			
ACK13	235	Product/Service ID Qualifier		X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		Use any of the qualifiers listed in ACK07			
ACK14	234	Product/Service ID		X	AN 1/48
		Identifying number for a product or service			

ACK15	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in ACK07		
ACK16	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
ACK17	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in ACK07		
ACK18	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
ACK19	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in ACK07		
ACK20	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
ACK21	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in ACK07		
ACK22	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
ACK23	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in ACK07		
ACK24	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
ACK25	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in ACK07		
ACK26	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		

Segment: **N9** Reference Identification
Position: 350
Loop: N9
Level: Detail
Usage: Optional
Max Use: 1
Purpose: To transmit identifying information as specified by the Reference Identification Qualifier

Syntax Notes:
 1 At least one of N902 or N903 is required.
 2 If N906 is present, then N905 is required.
 3 If either C04003 or C04004 is present, then the other is required.
 4 If either C04005 or C04006 is present, then the other is required.

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

Comments:

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N901	128	Reference Identification Qualifier Code qualifying the Reference Identification C3 Customer specification number SH Sender Defined Clause SU Special Processing Code	M ID 2/3
	N902	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	X AN 1/30
	N903	369	Free-form Description Free-form descriptive text	X AN 1/45
	N904	373	Date Date expressed as CCYYMMDD Used to identify the date of a specification or clause.	O DT 8/8
	N905	337	Time Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	X TM 4/8

Segment: **MSG** Message Text
Position: 360
Loop: N9I
Level: Detail
Usage: Optional
Max Use: 1000
Purpose: To provide a free-form format that allows the transmission of text information
Syntax Notes: 1 If MSG03 is present, then MSG02 is required.
Semantic Notes: 1 MSG03 is the number of lines to advance before printing.
Comments: 1 MSG02 is not related to the specific characteristics of a printer, but identifies top of page, advance a line, etc.
 2 If MSG02 is "AA - Advance the specified number of lines before print" then MSG03 is required.

Data Element Summary

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	MSG01	933	Free-Form Message Text Free-form message text	M AN 1/264

Segment: **N1** Name
Position: 370
Loop: N1
Level: Detail
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.
 2 N105 and N106 further define the type of entity in N101.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N101	98	Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual SF Ship From ST Ship To	M ID 2/3
	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) 1 D-U-N-S Number, Dun & Bradstreet 9 D-U-N-S+4, D-U-N-S Number with Four Character Suffix 91 Assigned by Seller or Seller's Agent 92 Assigned by Buyer or Buyer's Agent	X ID 1/2
	N104	67	Identification Code Code identifying a party or other code	X AN 2/80

Segment: **N2** Additional Name Information
Position: 380
Loop: N1
Level: Detail
Usage: Optional
Max Use: 2
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>Des.</u>	<u>Data</u> <u>Element</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: 390
Loop: N1
Level: Detail
Usage: Optional
Max Use: 2
Purpose: To specify the location of the named party
Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref. Des.</u>	<u>Data 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: 400
Loop: N1
Level: Detail
Usage: Optional
Max Use: 1
Purpose: To specify the geographic place of the named party
Syntax Notes: 1 If N406 is present, then N405 is required.
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. Des.</u>	<u>Data Element</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: **SLN** Subline Item Detail

Position: 490

Loop: SLN

Level: Detail

Usage: Optional

Max Use: 1

Purpose: To specify product subline detail item data

Syntax Notes:

- 1 If either SLN04 or SLN05 is present, then the other is required.
- 2 If SLN07 is present, then SLN06 is required.
- 3 If SLN08 is present, then SLN06 is required.
- 4 If either SLN09 or SLN10 is present, then the other is required.
- 5 If either SLN11 or SLN12 is present, then the other is required.
- 6 If either SLN13 or SLN14 is present, then the other is required.
- 7 If either SLN15 or SLN16 is present, then the other is required.
- 8 If either SLN17 or SLN18 is present, then the other is required.
- 9 If either SLN19 or SLN20 is present, then the other is required.
- 10 If either SLN21 or SLN22 is present, then the other is required.
- 11 If either SLN23 or SLN24 is present, then the other is required.
- 12 If either SLN25 or SLN26 is present, then the other is required.
- 13 If either SLN27 or SLN28 is present, then the other is required.

Semantic Notes:

- 1 SLN01 is the identifying number for the subline item.
- 2 SLN02 is the identifying number for the subline level. The subline level is analogous to the level code used in a bill of materials.
- 3 SLN03 is the configuration code indicating the relationship of the subline item to the baseline item.
- 4 SLN08 is a code indicating the relationship of the price or amount to the associated segment.

Comments:

- 1 See the Data Element Dictionary for a complete list of IDs.
- 2 SLN01 is related to (but not necessarily equivalent to) the baseline item number. Example: 1.1 or 1A might be used as a subline number to relate to baseline number 1.
- 3 SLN09 through SLN28 provide for ten different product/service IDs for each item. For example: Case, Color, Drawing No., U.P.C. No., ISBN No., Model No., or SKU.

Notes: Enables the supplier to identify the component parts or products that constitute the item or assembly identified in the PO1 segment.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	SLN01	350	Assigned Identification Alphanumeric characters assigned for differentiation within a transaction set	M AN 1/20
	SLN02	350	Assigned Identification Alphanumeric characters assigned for differentiation within a transaction set	O AN 1/20
Must Use	SLN03	662	Relationship Code Code indicating the relationship between entities I Included	M ID 1/1
	SLN04	380	Quantity Numeric value of quantity	X R 1/15

	SLN05	C001	Composite Unit of Measure	X
			To identify a composite unit of measure (See the Figures Appendix of the X12 Standards for examples of use)	
Must Use	C00101	355	Unit or Basis for Measurement Code	M ID 2/2
			Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	
			Use any valid code from the data element list, as agreed between trading partners. The most commonly used codes include:	
			DZ Dozen	
			EA Each	
			FT Foot	
			HR Hours	
			LB Pound	
			PR Pair	
	SLN09	235	Product/Service ID Qualifier	X ID 2/2
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
			EN European Article Number (EAN) (2-5-5-1)	
			GS General Specification Number	
			MF Manufacturer	
			MG Manufacturer's Part Number	
			PT Print or Drawing	
			SN Serial Number	
			SR Substitute Product Number	
			SS Superseded Part Number	
			UP U.P.C. Consumer Package Code (1-5-5-1)	
			VI Vary Item Product Number	
			VP Vendor's (Seller's) Part Number	
	SLN10	234	Product/Service ID	X AN 1/48
			Identifying number for a product or service	
	SLN11	235	Product/Service ID Qualifier	X ID 2/2
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
			Use any of the qualifiers listed in SLN09	
	SLN12	234	Product/Service ID	X AN 1/48
			Identifying number for a product or service	
	SLN13	235	Product/Service ID Qualifier	X ID 2/2
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
			Use any of the qualifiers listed in SLN09	
	SLN14	234	Product/Service ID	X AN 1/48
			Identifying number for a product or service	
	SLN15	235	Product/Service ID Qualifier	X ID 2/2
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
			Use any of the qualifiers listed in SLN09	
	SLN16	234	Product/Service ID	X AN 1/48
			Identifying number for a product or service	
	SLN17	235	Product/Service ID Qualifier	X ID 2/2
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
			Use any of the qualifiers listed in SLN09	

SLN18	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
SLN19	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in SLN09		
SLN20	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
SLN21	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in SLN09		
SLN22	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
SLN23	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in SLN09		
SLN24	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
SLN25	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in SLN09		
SLN26	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		
SLN27	235	Product/Service ID Qualifier	X	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		Use any of the qualifiers listed in SLN09		
SLN28	234	Product/Service ID	X	AN 1/48
		Identifying number for a product or service		

Segment: **PID** Product/Item Description

Position: 510

Loop: SLN

Level: Detail

Usage: Optional

Max Use: 1000

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

Syntax Notes:

- 1 If PID04 is present, then PID03 is required.
- 2 At least one of PID04 or PID05 is required.
- 3 If PID07 is present, then PID03 is required.
- 4 If PID08 is present, then PID04 is required.
- 5 If PID09 is present, then PID05 is required.

Semantic Notes:

- 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.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	PID01	349	Item Description Type Code indicating the format of a description F Free-form	M ID 1/1
	PID05	352	Description A free-form description to clarify the related data elements and their content	X AN 1/80

Segment: **ACK** Line Item Acknowledgment

Position: 530
Loop: SLN
Level: Detail
Usage: Optional
Max Use: 104

Purpose: To acknowledge the ordered quantities and specify the ready date for a specific line item

- Syntax Notes:**
- 1 If either ACK02 or ACK03 is present, then the other is required.
 - 2 If ACK04 is present, then ACK05 is required.
 - 3 If either ACK07 or ACK08 is present, then the other is required.
 - 4 If either ACK09 or ACK10 is present, then the other is required.
 - 5 If either ACK11 or ACK12 is present, then the other is required.
 - 6 If either ACK13 or ACK14 is present, then the other is required.
 - 7 If either ACK15 or ACK16 is present, then the other is required.
 - 8 If either ACK17 or ACK18 is present, then the other is required.
 - 9 If either ACK19 or ACK20 is present, then the other is required.
 - 10 If either ACK21 or ACK22 is present, then the other is required.
 - 11 If either ACK23 or ACK24 is present, then the other is required.
 - 12 If either ACK25 or ACK26 is present, then the other is required.
 - 13 If either ACK27 or ACK28 is present, then the other is required.
 - 14 If ACK28 is present, then both ACK27 and ACK29 are required.

Semantic Notes: 1 ACK29 Industry Reason Code may be used to identify the item status. In addition, it may be used in conjunction with ACK01 to further clarify the status.

Comments:

Notes: On a case by case basis, an ACK segment may be required to convey status and shipping information about the subline item.

Data Element Summary

Ref.	Data Element	Name	Attributes
Must Use	ACK01	Line Item Status Code	M ID 2/2
		Code specifying the action taken by the seller on a line item requested by the buyer	
		AC	Item Accepted and Shipped
		DR	Item Accepted - Date Rescheduled
		IA	Item Accepted
		IB	Item Backordered
		IC	Item Accepted - Changes Made
		IH	Item on Hold
		IP	Item Accepted - Price Changed
		IQ	Item Accepted - Quantity Changed
		IR	Item Rejected
		IS	Item Accepted - Substitution Made
		SP	Item Accepted - Schedule Date Pending
	ACK02	Quantity	X R 1/15
		Numeric value of quantity	

ACK03 355 Unit or Basis for Measurement Code X ID 2/2

Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken

Use any valid code from the data element list, as agreed between trading partners. The most commonly used codes include:

DZ	Dozen
EA	Each
FT	Foot
HR	Hours
LB	Pound
PR	Pair

ACK04 374 Date/Time Qualifier O ID 3/3

Code specifying type of date or time, or both date and time

039	Ship Week of
067	Current Schedule Delivery
068	Current Schedule Ship
076	Scheduled for Delivery (Week of)
100	No Shipping Schedule Established as of

ACK05 373 Date X DT 8/8

Date expressed as CCYYMMDD

- Segment:** **SAC** Service, Promotion, Allowance, or Charge Information
- Position:** 540
- Loop:** SAC
- Level:** Detail
- Usage:** Optional
- Max Use:** 1
- Purpose:** To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge
- Syntax Notes:**
- 1 At least one of SAC02 or SAC03 is required.
 - 2 If either SAC03 or SAC04 is present, then the other is required.
 - 3 If either SAC06 or SAC07 is present, then the other is required.
 - 4 If either SAC09 or SAC10 is present, then the other is required.
 - 5 If SAC11 is present, then SAC10 is required.
 - 6 If SAC13 is present, then at least one of SAC02 or SAC04 is required.
 - 7 If SAC14 is present, then SAC13 is required.
 - 8 If SAC16 is present, then SAC15 is required.
- Semantic Notes:**
- 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. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence.
 - 3 SAC08 is the allowance or charge rate per unit.
 - 4 SAC10 and SAC11 is the quantity basis when the allowance or charge quantity is different from the purchase order or invoice quantity. SAC10 and SAC11 used together indicate a quantity range, which could be a dollar amount, that is applicable to service, promotion, allowance, or charge.
 - 5 SAC13 is used in conjunction with SAC02 or SAC04 to provide a specific reference number as identified by the code used.
 - 6 SAC14 is used in conjunction with SAC13 to identify an option when there is more than one option of the promotion.
 - 7 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 to further the code in 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.
- Notes:** On a case by case basis, a SAC segment may be required to convey information about additional charges or allowances relating to the subline item.

Data Element Summary

Ref. Des.	Data Element	Name	Attributes
Must Use	SAC01	248 Allowance or Charge Indicator	M ID 1/1
		Code which indicates an allowance or charge for the service specified	
		A Allowance	
		C Charge	
		N No Allowance or Charge	

SAC02	1300	Service, Promotion, Allowance, or Charge Code	X	ID 4/4
		Code identifying the service, promotion, allowance, or charge		
		Use any valid code from the data element list, as agreed between trading partners. The most commonly used codes include:		
		A010 Absolute Minimum Charge		
		A480 Assembly		
		A720 Broken Package Charge		
		A880 Cancellation Charge		
		B050 Certification		
		B920 Cut and Parallel		
		B940 Cutting Charge		
		C080 Demurrage		
		C090 Deposit Charges		
		C690 Escalation		
		D240 Freight		
		D870 Inspection		
		D980 Insurance		
		E190 Labor Charges		
		E240 Labor, Test and Calibrate		
		F180 Pallet		
		F750 Processing Charge		
		G200 Reel Deposit		
		G470 Restocking Charge		
		H090 Special Handling		
		H170 Special Tooling Charge		
SAC05	610	Amount	O	N2 1/15
		Monetary amount		
SAC12	331	Allowance or Charge Method of Handling Code	O	ID 2/2
		Code indicating method of handling for an allowance or charge		
		02 Off Invoice		
		05 Charge to be Paid by Vendor		
		06 Charge to be Paid by Customer		
SAC15	352	Description	X	AN 1/80
		A free-form description to clarify the related data elements and their content		

Segment: **CTT** Transaction Totals
Position: 010
Loop: CTT
Level: Summary
Usage: Optional
Max Use: 1
Purpose: To transmit a hash total for a specific element in the transaction set
Syntax Notes: 1 If either CTT03 or CTT04 is present, then the other is required.
 2 If either CTT05 or CTT06 is present, then the other is required.
Semantic Notes:
Comments: 1 This segment is intended to provide hash totals to validate transaction completeness and correctness.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	CTT01	354	Number of Line Items Total number of line items in the transaction set	M NO 1/6

Segment: **SE** Transaction Set Trailer
Position: 030
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. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	SE01	96	Number of Included Segments	M N0 1/10
			Total number of segments included in a transaction set including ST and SE segments	
Must Use	SE02	329	Transaction Set Control Number	M AN 4/9
			Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	