



EDI Specifications
Version 4010 / Transaction Set 850
Purchase Order

850 Purchase Order

Functional Group ID=**PO**

Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Purchase Order Transaction Set (850) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to provide for customary and established business and industry practice relative to the placement of purchase orders for goods and services. This transaction set should not be used to convey purchase order changes or purchase order acknowledgment information.

Heading:

	<u>Pos. 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>
M	010	ST	Transaction Set Header	M	1		
M	020	BEG	Beginning Segment for Purchase Order	M	1		
	110	CSH	Sales Requirements	O	5		
	150	DTM	Date/Time Reference	O	2		
	240	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12		
LOOP ID - N1						200	
M	310	N1	Name	M	1		
M	330	N3	Address Information	M	2		
M	340	N4	Geographic Location	M	>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	
M	010	PO1	Baseline Item Data	M	1		n1
LOOP ID - PID						1000	
	050	PID	Product/Item Description	O	1		
	289	MSG	Message Text	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	
M	010	CTT	Transaction Totals	M	1		n2
	020	AMT	Monetary Amount	O	1		n3
M	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. If used, hash total (CTT02) is the sum of the value of quantities ordered (PO102) for each PO1 segment.
3. If AMT is used in the summary area, then AMT01 will = TT and AMT02 will indicate total transaction amount as calculated by the sender.

ISA

Interchange Control Header

Pos: Max: 1
 - Mandatory
 Loop: N/A Elements: 16

To start and identify an interchange of zero or more functional groups and interchange-related control segments

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
ISA01	I01	Authorization Information Qualifier Description: Code to identify the type of information in the Authorization Information	M	ID	2/2	Must use
		<u>Code</u> <u>NAME</u> 00 No Authorization Information Present (No Meaningful Information in I02)				
ISA02	I02	Authorization Information Description: Information used for additional identification or authorization of the interchange sender or the data in the interchange; the type of information is set by the Authorization Information Qualifier (I01)	M	AN	10/10	Must use
ISA03	I03	Security Information Qualifier Description: Code to identify the type of information in the Security Information	M	ID	2/2	Must use
		<u>Code</u> <u>NAME</u> 00 No Security Information Present (No Meaningful Information in I04)				
ISA04	I04	Security Information Description: This is used for identifying the security information about the interchange sender or the data in the interchange; the type of information is set by the Security Information Qualifier (I03)	M	AN	10/10	Must use
ISA05	I05	Interchange ID Qualifier Description: Qualifier to designate the system/method of code structure used to designate the sender or receiver ID element being qualified	M	ID	2/2	Must use
		<u>Code</u> <u>NAME</u> 01 Duns (Dun & Bradstreet) 02 SCAC (Standard Carrier Alpha Code)				
ISA06	I06	Interchange Sender ID Description: Identification code published by the sender for other parties to use as the receiver ID to route data to them; the sender always codes this value in the sender ID element	M	AN	15/15	Must use
ISA07	I05	Interchange ID Qualifier Description: Qualifier to designate the system/method of code structure used to designate the sender or receiver ID element being qualified	M	ID	2/2	Must use
		<u>Code</u> <u>NAME</u> 01 Duns (Dun & Bradstreet) ZZ Mutually Defined				
ISA08	I07	Interchange Receiver ID Description: Identification code published by the receiver of the data; When sending, it is used by the sender as their sending ID, thus other parties sending to them will use this as a receiving ID to route data to them	M	AN	15/15	Must use
ISA09	I08	Interchange Date Description: Date of the interchange	M	DT	6/6	Must use
ISA10	I09	Interchange Time	M	TM	4/4	Must use

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
		Description: Time of the interchange				
ISA11	I10	Interchange Control Standards Identifier Description: Code to identify the agency responsible for the control standard used by the message that is enclosed by the interchange header and trailer <u>Code NAME</u> U U.S. EDI Community of ASC X12	M	ID	1/1	Must use
ISA12	I11	Interchange Control Version Number Description: This version number covers the interchange control segments <u>Code NAME</u> 00401 Draft Standards for Trial Use Approved for Publication by ASC X12 Procedures Review Board through October 1997	M	ID	5/5	Must use
ISA13	I12	Interchange Control Number Description: A control number assigned by the interchange sender	M	N0	9/9	Must use
ISA14	I13	Acknowledgment Requested Description: Code sent by the sender to request an interchange acknowledgment (TA1) <u>Code NAME</u> 0 No Acknowledgment Requested	M	ID	1/1	Must use
ISA15	I14	Usage Indicator Description: Code to indicate whether data enclosed by this interchange envelope is test, production or information <u>Code NAME</u> P Production Data	M	ID	1/1	Must use
ISA16	I15	Component Element Separator Description: Type is not applicable; the component element separator is a delimiter and not a data element; this field provides the delimiter used to separate component data elements within a composite data structure; this value must be different than the data element separator and the segment terminator	M		1/1	Must use

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.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	ST01	143	Transaction Set Identifier Code Code uniquely identifying a Transaction Set 850 Purchase Order	M ID 3/3
M	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: **BEG** Beginning Segment for Purchase Order
Position: 020
Loop:
Level: Heading
Usage: Mandatory
Max Use: 1
Purpose: To indicate the beginning of the Purchase Order Transaction Set and transmit identifying numbers and dates

Syntax Notes:
Semantic Notes: 1 BEG05 is the date assigned by the purchaser to purchase order.
Comments:

Data Element Summary

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	BEG01	353	Transaction Set Purpose Code Code identifying purpose of transaction set 00 Original	M ID 2/2
M	BEG02	92	Purchase Order Type Code Code specifying the type of Purchase Order SA Stand-alone Order	M ID 2/2
M	BEG03	324	Purchase Order Number Identifying number for Purchase Order assigned by the orderer/purchaser	M AN 1/22
M	BEG05	373	Date Date expressed as CCYYMMDD	M DT 8/8

Segment: **CSH** Sales Requirements

Position: 110

Loop:

Level: Heading

Usage: Optional

Max Use: 5

Purpose: To specify general conditions or requirements of the sale

Syntax Notes: 1 If CSH02 is present, then CSH03 is required.

2 If either CSH06 or CSH07 is present, then the other is required.

3 If either CSH09 or CSH10 is present, then the other is required.

Semantic Notes: 1 CSH03 is the maximum monetary amount value which the order must not exceed.

2 CSH04 is the account number to which the purchase amount is charged.

3 CSH05 is the date specified by the sender to be shown on the invoice.

4 CSH06 identifies the source of the code value in CSH07.

Comments:

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
M	CSH01	563	Sales Requirement Code	M ID 1/2
			Code to identify a specific requirement or agreement of sale	
			N	No Back Order
			Y	Back Order if Out of Stock

Segment: **DTM** Date/Time Reference

Position: 150

Loop:

Level: Heading

Usage: Optional

Max Use: 2

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:

Notes:

TWO OCCURRENCES PER ORDER.

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
M	DTM01	374	Date/Time Qualifier	M ID 3/3
			Code specifying type of date or time, or both date and time	
			001 Cancel After	
			010 Requested Ship	
			037 Ship Not Before	
			064 Do Not Deliver Before	
M	DTM02	373	Date	M DT 8/8
			Date expressed as CCYYMMDD	

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.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</u>		
TD505	387	Routing	O AN 1/35
		Free-form description of the routing or requested routing for shipment, or the originating carrier's identity	
		A routing code is used here to indicate shipping method. The carrier(s) to be used and method(s) will determine the codes that will be used. The shipping methodology is usually included within the contract signed between our companies.	

Segment: **N1** Name
Position: 310
Loop: N1 Mandatory
Level: Heading
Usage: Mandatory

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.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
M	N101	98	Entity Identifier Code	M ID 2/3
			Code identifying an organizational entity, a physical location, property or an individual	
			ST = 'SHIP TO' LOCATION OF PURCHASER	
			BT = 'BILL TO' LOCATION.	
			BT	Bill-to-Party
			ST	Ship To
M	N102	93	Name	M AN 1/60
			Free-form name	
			Name of individual or entity to receive shipment.	
	N103	66	Identification Code Qualifier	O ID 1/2
			Code designating the system/method of code structure used for Identification Code (67)	
	N104	67	Identification Code	O AN 2/80
			Code identifying a party or other code	

Segment: **N3** Address Information
Position: 330
Loop: N1 Mandatory
Level: Heading
Usage: Mandatory
Max Use: 2
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>
M	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: 340
Loop: N1 Mandatory
Level: Heading
Usage: Mandatory
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.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</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:	PO1 Baseline Item Data
Position:	010
Loop:	PO1 Mandatory
Level:	Detail
Usage:	Mandatory
Max Use:	1
Purpose:	To specify basic and most frequently used line item data
Syntax Notes:	<ol style="list-style-type: none"> 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:	<ol style="list-style-type: none"> 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

	<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u> <u>Name</u>	
M	PO101	350 Assigned Identification	M AN 1/20
		Alphanumeric characters assigned for differentiation within a transaction set	
		THIS ELEMENT WILL BE RETURNED IN THE 855 AND 856.	
M	PO102	330 Quantity Ordered	M R 1/15
		Quantity ordered	
M	PO103	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	
		EA Each	
M	PO104	212 Unit Price	M R 1/17
		Price per unit of product, service, commodity, etc.	
M	PO106	235 Product/Service ID Qualifier	M ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		UP U.P.C. Consumer Package Code (1-5-5-1)	
M	PO107	234 Product/Service ID	M AN 1/48
		Identifying number for a product or service	
		TWELVE DIGIT UPC - UNIVERSAL PRODUCT CODE	
	PO108	235 Product/Service ID Qualifier	O ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		VC Vendor's (Seller's) Catalog Number	
	PO109	234 Product/Service ID	O AN 1/48
		Identifying number for a product or service	
		NAVARR SEVEN DIGIT PART NUMBER	

Segment: **PID** Product/Item Description

Position: 050

Loop: PID Optional

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.

Notes: PRODUCT TITLE

Data Element Summary

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

DESCRIPTION OF PRODUCT

Segment: **MSG** Message Text
Position: 289
Loop: PO1 Mandatory
Level: Detail
Usage: Optional
Max Use: >1
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>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
M	MSG01	933	Free-Form Message Text Free-form message text	M AN 1/264

Segment: **CTT** Transaction Totals

Position: 010

Loop: CTT Mandatory

Level: Summary

Usage: Mandatory

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.

Notes: TOTAL QUANTITY ORDERED

Data Element Summary

<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
M	CTT01	354 Number of Line Items	M N0 1/6
		Total number of line items in the transaction set	
	CTT02	347 Hash Total	O R 1/10
		Sum of values of the specified data element. All values in the data element will be summed without regard to decimal points (explicit or implicit) or signs. Truncation will occur on the left most digits if the sum is greater than the maximum size of the hash total of the data element. Example: -.0018 First occurrence of value being hashed. .18 Second occurrence of value being hashed. 1.8 Third occurrence of value being hashed. 18.01 Fourth occurrence of value being hashed. ----- 1855 Hash total prior to truncation. 855 Hash total after truncation to three-digit field.	
		TOTAL OF THE QUANTITIES ORDERED.	

Segment: **AMT** Monetary Amount
Position: 020
Loop: CTT Mandatory
Level: Summary
Usage: Optional
Max Use: 1
Purpose: To indicate the total monetary amount
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>
M	AMT01	522	Amount Qualifier Code Code to qualify amount	M ID 1/3
			TT Total Transaction Amount	
M	AMT02	782	Monetary Amount Monetary amount	M R 1/18

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.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	SE01	96	Number of Included Segments Total number of segments included in a transaction set including ST and SE segments	M N0 1/10
M	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

GE

Functional Group Trailer

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

To indicate the end of a functional group and to provide control information

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
GE01	97	Number of Transaction Sets Included Description: Total number of transaction sets included in the functional group or interchange (transmission) group terminated by the trailer containing this data element	M	N0	1/6	Must use
GE02	28	Group Control Number Description: Assigned number originated and maintained by the sender	M	N0	1/9	Must use

Semantics:

1. The data interchange control number GE02 in this trailer must be identical to the same data element in the associated functional group header, GS06.

Comments:

1. The use of identical data interchange control numbers in the associated functional group header and trailer is designed to maximize functional group integrity. The control number is the same as that used in the corresponding header.

IEA

Interchange Control Trailer

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

To define the end of an interchange of zero or more functional groups and interchange-related control segments

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
IEA01	I16	Number of Included Functional Groups Description: A count of the number of functional groups included in an interchange	M	N0	1/5	Must use
IEA02	I12	Interchange Control Number Description: A control number assigned by the interchange sender	M	N0	9/9	Must use