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NIST Special Publication 881-56

# Federal Implementation Guideline for Electronic Data Interchange

## ASC X12 003050 Transaction Set 855 Purchase Order Acknowledgment (Revision 1)

## Implementation Convention

NIST

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[1] At Boulder, CO 80303.
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Electronic Commerce Acquisition Program Management Office
Standard Management Committee - Secretariat
National Institute of Standards and Technology
Gaithersburg, MD 20899-0001

Editor: Dr. Jean-Philippe Favreau

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**U.S. DEPARTMENT OF COMMERCE**
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# 855 Purchase Order Acknowledgment

**Functional Group ID=PR**

## Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Purchase Order Acknowledgment Transaction Set (855) 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. This 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.

## Notes:

*1. This transaction set is used for purchase orders and delivery orders against basic contracts and Federal Supply Schedules, to indicate acceptance; rejection, with or without detail; or acknowledgment, with detail and with or without change.*

*When BEG07 in the 850 transaction set is not transmitted, an 855 transaction set should not be used for acknowledgment.*
*When BEG07 in the 850 transaction set is code AC, BAK02 can contain code AC, AD, RF, or RJ.*
*When BEG07 in the 850 transaction set is code AK, BAK02 can contain code AK, RF, or RJ.*
*When BEG07 in the 850 transaction set is code AD, BAK02 can contain code AD, RF, or RJ.*
*When BEG07 in the 850 transaction set is code AT, BAK02 can contain code AT, RF, or RJ.*

*2. When BAK02 is code AD, transmit all segments, data elements and codes that were contained in the applicable 850 transaction set and that are available in this 855 transaction set. Also transmit the N1 loop using codes BY and SE.*

*3. When BAK02 is code AC, transmit the change information using the appropriate segment, data element or code and also transmit all other unchanged segments, data elements and codes contained in the corresponding segments in the applicable 850 transaction set. Also transmit the N1 loop using codes BY and SE.*

*4. When BAK02 is either code AK, AT or RJ, transmit the mandatory and required segments and data elements. Also transmit the N1 loop using codes BY and SE.*

*5. When BAK02 is code RF, transmit the mandatory and required segments and data elements. Also transmit the N9 loop and the N1 loop using codes BY and SE.*

## Heading:

| | Pos. No. | Seg. ID | Name | Req. Des. | Max.Use | Loop Repeat | Notes and Comments |
|---|---|---|---|---|---|---|---|
| Must Use | 010 | ST | Transaction Set Header | M | 1 | | |
| Must Use | 020 | BAK | Beginning Segment for Purchase Order Acknowledgment | M | 1 | | |
| Not Used | 030 | NTE | Note/Special Instruction | F | 100 | | |
| Not Used | 040 | CUR | Currency | O | 1 | | |
| Not Used | 050 | REF | Reference Numbers | O | >1 | | |
| | 060 | PER | Administrative Communications Contact | O | 3 | | |
| Not Used | 070 | TAX | Tax Reference | O | >1 | | |
| | 080 | FOB | F.O.B. Related Instructions | O | >1 | | |
| Not Used | 090 | CTP | Pricing Information | O | >1 | | |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Not Used | 095 | PAM | Period Amount | O | 10 | | |
| Not Used | 110 | CSH | Header Sale Condition | O | 1 | | |
| | | | LOOP ID - SAC | | | 25 | |
| Not Used | 120 | SAC | Service, Promotion, Allowance, or Charge Information | O | 1 | | |
| Not Used | 125 | CUR | Currency | O | 1 | | |
| | 130 | ITD | Terms of Sale/Deferred Terms of Sale | O | 5 | | |
| Not Used | 140 | DIS | Discount Detail | O | 20 | | |
| Not Used | 145 | INC | Installment Information | O | 1 | | |
| Not Used | 150 | DTM | Date/Time Reference | O | 10 | | |
| Not Used | 160 | LDT | Lead Time | O | 12 | | |
| Not Used | 180 | LIN | Item Identification | O | 5 | | n1 |
| Not Used | 185 | SI | Service Characteristic Identification | O | 2 | | |
| Not Used | 190 | PID | Product/Item Description | O | 200 | | |
| Not Used | 200 | MEA | Measurements | O | 40 | | |
| Not Used | 210 | PWK | Paperwork | O | 25 | | |
| Not Used | 220 | PKG | Marking, Packaging, Loading | O | 25 | | |
| Not Used | 230 | TD1 | Carrier Details (Quantity and Weight) | O | 2 | | |
| Not Used | 240 | TD5 | Carrier Details (Routing Sequence/Transit Time) | O | 12 | | |
| Not Used | 250 | TD3 | Carrier Details (Equipment) | O | 12 | | |
| Not Used | 260 | TD4 | Carrier Details (Special Handling, or Hazardous Materials, or Both) | O | 5 | | |
| Not Used | 270 | MAN | Marks and Numbers | O | 10 | | |
| Not Used | 275 | TXI | Tax Information | O | >1 | | |
| | | | LOOP ID - N9 | | | 1000 | |
| | 280 | N9 | Reference Number | O | 1 | | |
| | 290 | MSG | Message Text | O | 1000 | | |
| | | | 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 | | |
| Not Used | 335 | NX2 | Real Estate Property ID Component | O | 3 | | |
| Not Used | 340 | REF | Reference Numbers | O | 12 | | |
| | 350 | PER | Administrative Communications Contact | O | >1 | | |
| Not Used | 360 | FOB | F.O.B. Related Instructions | O | 1 | | |
| Not Used | 370 | TD1 | Carrier Details (Quantity and Weight) | O | 2 | | |
| Not Used | 380 | TD5 | Carrier Details (Routing Sequence/Transit Time) | O | 12 | | |
| Not Used | 390 | TD3 | Carrier Details (Equipment) | O | 12 | | |
| Not Used | 400 | TD4 | Carrier Details (Special Handling, or Hazardous Materials, or Both) | O | 5 | | |
| Not Used | 410 | PKG | Marking, Packaging, Loading | O | 25 | | |
| Not Used | 420 | MSG | Message Text | O | >1 | | |

## Detail:

| Pos. No. | Seg. ID | Name | Req. Des. | Max.Use | Loop Repeat | Notes and Comments |
|---|---|---|---|---|---|---|
| | | LOOP ID - PO1 | | | 100000 | |
| 010 | PO1 | Baseline Item Data | O | 1 | | n2 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Not Used | 018 | SI | Service Characteristic Identification | O | 5 | | |
| Not Used | 020 | CUR | Currency | O | 1 | | |
| Not Used | 030 | PO3 | Additional Item Detail | O | 25 | | |
| Not Used | 040 | CTP | Pricing Information | O | >1 | | |
| Not Used | 045 | PAM | Period Amount | O | 10 | | |
| Not Used | 049 | MEA | Measurements | O | 40 | | |
| | | | LOOP ID - PID | | | 1000 | |
| | 050 | PID | Product/Item Description | O | 1 | | |
| Not Used | 060 | MEA | Measurements | O | 10 | | |
| Not Used | 070 | PWK | Paperwork | O | 25 | | |
| Not Used | 090 | PO4 | Item Physical Details | O | >1 | | |
| Not Used | 100 | REF | Reference Numbers | O | >1 | | |
| Not Used | 110 | PER | Administrative Communications Contact | O | 3 | | |
| | | | LOOP ID - SAC | | | 25 | |
| Not Used | 130 | SAC | Service, Promotion, Allowance, or Charge Information | O | 1 | | |
| Not Used | 135 | CUR | Currency | O | 1 | | |
| Not Used | 140 | IT8 | Conditions of Sale | O | 1 | | |
| Not Used | 150 | ITD | Terms of Sale/Deferred Terms of Sale | O | 2 | | |
| Not Used | 160 | DIS | Discount Detail | O | 20 | | |
| Not Used | 165 | INC | Installment Information | O | 1 | | |
| Not Used | 170 | TAX | Tax Reference | O | >1 | | |
| Not Used | 180 | FOB | F.O.B. Related Instructions | O | >1 | | |
| Not Used | 190 | SDQ | Destination Quantity | O | 500 | | |
| Not Used | 200 | DTM | Date/Time Reference | O | 10 | | |
| Not Used | 210 | LDT | Lead Time | O | 12 | | |
| Not Used | 230 | TDI | Carrier Details (Quantity and Weight) | O | 1 | | |
| Not Used | 240 | TD5 | Carrier Details (Routing Sequence/Transit Time) | O | 12 | | |
| Not Used | 250 | TD3 | Carrier Details (Equipment) | O | 12 | | |
| Not Used | 260 | TD4 | Carrier Details (Special Handling, or Hazardous Materials, or Both) | O | 5 | | |
| | | | LOOP ID - ACK | | | 104 | |
| | 270 | ACK | Line Item Acknowledgment | O | 1 | | |
| Not Used | 280 | DTM | Date/Time Reference | O | 1 | | |
| Not Used | 290 | MAN | Marks and Numbers | O | 10 | | |
| Not Used | 300 | AMT | Monetary Amount | O | 1 | | n3 |
| Not Used | 302 | TXI | Tax Information | O | >1 | | |
| | | | LOOP ID - PKG | | | 200 | |
| Not Used | 303 | PKG | Marking, Packaging, Loading | O | 1 | | |
| Not Used | 305 | MEA | Measurements | O | >1 | | |
| | | | LOOP ID - SCH | | | 200 | |
| | 310 | SCH | Line Item Schedule | O | 1 | | n4 |
| Not Used | 315 | TD1 | Carrier Details (Quantity and Weight) | O | 2 | | |
| Not Used | 320 | TD5 | Carrier Details (Routing Sequence/Transit Time) | O | 12 | | |
| Not Used | 330 | TD3 | Carrier Details (Equipment) | O | 12 | | |
| Not Used | 340 | TD4 | Carrier Details (Special Handling, or Hazardous Materials, or Both) | O | 5 | | |
| | | | LOOP ID - N9 | | | 1000 | |

| | | | | | | |
|---|---|---|---|---|---|---|
| | 350 | N9 | Reference Number | O | 1 | |
| | 360 | MSG | Message Text | O | 1000 | |
| | | | LOOP ID - N1 | | | 200 |
| Not Used | 370 | N1 | Name | O | 1 | |
| Not Used | 380 | N2 | Additional Name Information | O | 2 | |
| Not Used | 390 | N3 | Address Information | O | 2 | |
| Not Used | 400 | N4 | Geographic Location | O | 1 | |
| Not Used | 405 | NX2 | Real Estate Property ID Component | O | 3 | |
| Not Used | 410 | REF | Reference Numbers | O | 12 | |
| Not Used | 420 | PER | Administrative Communications Contact | O | 3 | |
| Not Used | 430 | FOB | F.O.B. Related Instructions | O | 1 | |
| Not Used | 435 | SCH | Line Item Schedule | O | 200 | |
| Not Used | 440 | TD1 | Carrier Details (Quantity and Weight) | O | 2 | |
| Not Used | 450 | TD5 | Carrier Details (Routing Sequence/Transit Time) | O | 12 | |
| Not Used | 460 | TD3 | Carrier Details (Equipment) | O | 12 | |
| Not Used | 470 | TD4 | Carrier Details (Special Handling, or Hazardous Materials, or Both) | O | 5 | |
| Not Used | 480 | PKG | Marking, Packaging, Loading | O | 25 | |
| | | | LOOP ID - SLN | | | 1000 |
| Not Used | 490 | SLN | Subline Item Detail | O | 1 | |
| Not Used | 500 | SI | Service Characteristic Identification | O | 5 | |
| Not Used | 510 | PID | Product/Item Description | O | 1000 | |
| Not Used | 520 | PO3 | Additional Item Detail | O | 25 | |
| Not Used | 522 | CTP | Pricing Information | O | 25 | |
| Not Used | 523 | PAM | Period Amount | O | 10 | |
| Not Used | 530 | ACK | Line Item Acknowledgment | O | 104 | |
| | | | LOOP ID - SAC | | | 10 |
| Not Used | 540 | SAC | Service, Promotion, Allowance, or Charge Information | O | 1 | |
| Not Used | 545 | CUR | Currency | O | 1 | |
| Not Used | 550 | DTM | Date/Time Reference | O | 10 | |
| Not Used | 554 | PO4 | Item Physical Details | O | 1 | |
| Not Used | 557 | TAX | Tax Reference | O | 3 | |
| | | | LOOP ID - N1 | | | 10 |
| Not Used | 560 | N1 | Name | O | 1 | |
| Not Used | 570 | N2 | Additional Name Information | O | 2 | |
| Not Used | 580 | N3 | Address Information | O | 2 | |
| Not Used | 590 | N4 | Geographic Location | O | 1 | |
| Not Used | 600 | NX2 | Real Estate Property ID Component | O | 3 | |
| Not Used | 610 | REF | Reference Numbers | O | 12 | |
| Not Used | 620 | PER | Administrative Communications Contact | O | 3 | |

## Summary:

| | Pos. No. | Seg. ID | Name | Req. Des. | Max.Use | Loop Repeat | Notes and Comments |
|---|---|---|---|---|---|---|---|
| Must Use | 010 | CTT | Transaction Totals | M | 1 | | n5 |
| Not Used | 020 | AMT | Monetary Amount | O | 1 | | n6 |
| Must Use | 030 | SE | Transaction Set Trailer | M | 1 | | |

## Transaction Set Notes

1. If segment LIN is used, do not use LIN01.
2. PO102 is required.
3. If AMT is used in the detail area, then AMT01 will = 1 and AMT02 will indicate total line amount as calculated by the sender.
4. The SCH segment is used to specify various quantities of items ordered that are to be scheduled. When this segment is used the unit of measurement code (SCH02) should always be identical to the unit of measurement code in the associated PO1 segment (PO103) and the sum of values of quantity (SCH01) should always equal the quantity ordered (PO102) in the PO1 segment.
5. 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.
6. If AMT is used in the summary area, then AMT01 will = TT and AMT02 will indicate total transaction amount as calculated by the sender.

**Segment:** **ST** **Transaction Set Header**
**Position:** 010
**Loop:**
**Level:** Heading
**Usage:** Mandatory
**Max Use:** 1
**Purpose:** To indicate the start of a transaction set and to assign a control number
**Syntax Notes:**
**Semantic Notes:** 1 The transaction set identifier (ST01) used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).
**Comments:**

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| Must Use | ST01 | 143 | **Transaction Set Identifier Code**<br>Code uniquely identifying a Transaction Set<br>855 X12.9 Purchase Order Acknowledgment | M ID 3/3 |
| Must Use | ST02 | 329 | **Transaction Set Control Number**<br>Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set<br>***This unique control number is assigned by the originator of the transaction set or by the originator's application program. This same number is carried in SE02.*** | 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**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| Must Use | BAK01 | 353 | **Transaction Set Purpose Code**<br>Code identifying purpose of transaction set<br>00 Original<br>***Use to indicate an original submission of an 855 transaction set.***<br>07 Duplicate<br>***Use to indicate a re-transmission of a previously transmitted 855 transaction set.*** | M ID 2/2 |
| Must Use | BAK02 | 587 | **Acknowledgment Type**<br>Code specifying the type of acknowledgment<br>AC Acknowledge - With Detail and Change<br>***Use to indicate an order is being acknowledged with detail and changes. The changes may include the rejection of one or more line items. Use this code only if BEG07 in the applicable 850 transaction set was code AC.***<br>AD Acknowledge - With Detail, No Change<br>***Use to indicate the order is being acknowledged with detail and no change. Use this code only when BEG07 in the applicable 850 transaction set was code AC or AD.***<br>AK Acknowledge - No Detail or Change<br>***Use to indicate the order is being acknowledged without detail or change. Use this code only when BEG07 in the applicable 850 transaction set was code AK.***<br>AT Accepted<br>***Use to indicate acceptance of a purchase order. Use this code only if BEG07 in the applicable 850 transaction set was code AT.***<br>RF Reject with Exception Detail Only<br>***Use to indicate a rejection (with reasons) of a purchase order. When used, provide the reasons in the N9 loop using code 55 in N901. Do not use this code if the order is being accepted but one or more line items are being rejected. Use code AC for this purpose.*** | M ID 2/2 |

| | | | | | | |
|---|---|---|---|---|---|---|
| | | | RJ | Rejected - No Detail<br>***Use to indicate the rejection (without reasons) of a purchase order. Do not use this code if the order is being accepted but one or more line items are being rejected. Use code AC for this purpose.*** | | |
| **Must Use** | **BAK03** | **324** | **Purchase Order Number**<br>Identifying number for Purchase Order assigned by the orderer/purchaser<br>***Use to identify the purchase order number to which this transaction set applies. Cite the number from BEG03 of the applicable 850 transaction set.*** | **M** | **AN 1/22** |
| **Must Use** | **BAK04** | **373** | **Date**<br>Date (YYMMDD)<br>***Use to identify the effective date of the award instrument to which this transaction set applies. Cite the number from BEG05 of the applicable 850 transaction set.*** | **M** | **DT 6/6** |
| | **BAK05** | **328** | **Release Number**<br>Number identifying a release against a Purchase Order previously placed by the parties involved in the transaction<br>***Use to identify the number of a release, call or delivery order against a basic award instrument to which this transaction set applies. Cite the number from BEG04 of the applicable 850 transaction set.*** | **O** | **AN 1/30** |
| **Not Used** | **BAK06** | **326** | **Request Reference Number**<br>Reference number or RFQ number to use to identify a particular transaction set and query (additional reference number or description which can be used with contract number) | **O** | **AN 1/45** |
| | **BAK07** | **367** | **Contract Number**<br>Contract number<br>***Use to identify the Small Business Administration (SBA) contract number for an 8a Set-Aside.*** | **O** | **AN 1/30** |
| | **BAK08** | **127** | **Reference Number**<br>Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.<br>***1. Use to indicate the Seller's order number***<br>***2. When BAK02 is code AC, AD, or AT, use to identify the number assigned by the selling party to the buying party's purchase order. This number is used to facilitate references in future communications.*** | **O** | **AN 1/30** |
| | **BAK09** | **373** | **Date**<br>Date (YYMMDD)<br>***Use to identify the date this 855 transaction set was transmitted.*** | **O** | **DT 6/6** |

**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:**
**Notes:** *Use this segment when BAK02 is code AC, AD, or RJ.*

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| Must Use | PER01 | 366 | **Contact Function Code**<br>Code identifying the major duty or responsibility of the person or group named<br>OC Order Contact<br>OD Order Department | M ID 2/2 |
| | PER02 | 93 | **Name**<br>Free-form name<br>*Use to identify the name of a point of contact. Last name, followed by first name, is preferred. If the whole name is longer than 35 characters, the use of initials for the first name is recommended. PER09 may be used to cite the party's title.* | O AN 1/35 |
| | PER03 | 365 | **Communication Number Qualifier**<br>Code identifying the type of communication number<br>FX Facsimile<br>TE Telephone | X ID 2/2 |
| | PER04 | 364 | **Communication Number**<br>Complete communications number including country or area code when applicable<br>*1. Cite the area code and commercial telephone or facsimile number of the party identified in PER02.*<br>*2. All numbers shall be transmitted as a continuous number with no extraneous characters.* | X AN 1/80 |
| Not Used | PER05 | 365 | **Communication Number Qualifier**<br>Code identifying the type of communication number | X ID 2/2 |
| Not Used | PER06 | 364 | **Communication Number**<br>Complete communications number including country or area code when applicable | X AN 1/80 |
| Not Used | PER07 | 365 | **Communication Number Qualifier**<br>Code identifying the type of communication number | X ID 2/2 |
| Not Used | PER08 | 364 | **Communication Number**<br>Complete communications number including country or area code when applicable | X AN 1/80 |
| | PER09 | 443 | **Contact Inquiry Reference**<br>Additional reference number or description to clarify a contact number<br>*Use to identify the title of the party cited in PER02.* | O AN 1/20 |

**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:**
**Notes:**

***1. Use this segment when BAK02 is code AC or AD.***

***2. When BAK02 is code AD, transmit the same information as contained in the applicable 850 transaction set.***

***3. When BAK02 is code AC, use to identify a change in the shipment method of payment specified in the 850 transaction set, if applicable. Otherwise, transmit the same information contained in the applicable 850 transaction set.***

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes | |
|---|---|---|---|---|---|
| Must Use | FOB01 | 146 | **Shipment Method of Payment**<br>Code identifying payment terms for transportation charges<br>BP Paid by Buyer<br>The buyer agrees to the transportation payment term requiring the buyer to pay transportation charges to a specified location (origin or destination location)<br>***Use to indicate a Government Bill of Lading (GBL) will be issued.***<br>PE Prepaid and Summary Bill<br>***Use when transportation charges are to be prepaid by the seller, are not included in the unit price, and are to be invoiced periodically.***<br>PP Prepaid (by Seller)<br>***Use to indicate that transportation charges are not included in the unit price but are prepaid and are to be added as a separate item on this instrument's invoice.***<br>PS Paid by Seller<br>The seller agrees to the transportation payment term requiring the seller to pay transportation charges to a specified location (origin or destination location)<br>***Use to indicate transportation charges are included in the unit price.*** | M | ID 2/2 |
| Not Used | FOB02 | 309 | **Location Qualifier**<br>Code identifying type of location | X | ID 1/2 |
| Not Used | FOB03 | 352 | **Description**<br>A free-form description to clarify the related data elements and their content | O | AN 1/80 |
| Not Used | FOB04 | 334 | **Transportation Terms Qualifier Code** | O | ID 2/2 |

| | | | | | |
|---|---|---|---|---|---|
| | | | Code identifying the source of the transportation terms | | |
| Not Used | FOB05 | 335 | **Transportation Terms Code**<br>Code identifying the trade terms which apply to the shipment transportation responsibility | X | ID 3/3 |
| Not Used | FOB06 | 309 | **Location Qualifier**<br>Code identifying type of location | X | ID 1/2 |
| Not Used | FOB07 | 352 | **Description**<br>A free-form description to clarify the related data elements and their content | O | AN 1/80 |
| Not Used | FOB08 | 54 | **Risk of Loss Qualifier**<br>Code specifying where responsibility for risk of loss passes | O | ID 2/2 |
| Not Used | FOB09 | 352 | **Description**<br>A free-form description to clarify the related data elements and their content | X | AN 1/80 |

**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.
**Notes:**
***1. Use this segment when BAK02 is code AC or AD.***

***2. When BAK02 is code AD, transmit the same information as contained in the applicable 850 transaction set.***

***3. When BAK02 is code AC, use to identify a different discount than specified in the applicable 850 transaction set. Otherwise, transmit the same information as contained in the applicable 850 transaction set.***

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes | |
|---|---|---|---|---|---|
| Not Used | ITD01 | 336 | **Terms Type Code**<br>Code identifying type of payment terms | O | ID 2/2 |
| Not Used | ITD02 | 333 | **Terms Basis Date Code**<br>Code identifying the beginning of the terms period | O | ID 1/2 |
| | ITD03 | 338 | **Terms Discount Percent**<br>Terms discount percentage, expressed as a percent, available to the purchaser if an invoice is paid on or before the Terms Discount Due Date<br>***Cite 4.25% as 4.25; cite 3% as 3 (note: leading and trailing zeros are suppressed)*** | O | R 1/6 |
| Not Used | ITD04 | 370 | **Terms Discount Due Date**<br>Date payment is due if discount is to be earned | X | DT 6/6 |
| | ITD05 | 351 | **Terms Discount Days Due**<br>Number of days in the terms discount period by which payment is due if terms discount is earned | X | N0 1/3 |
| Not Used | ITD06 | 446 | **Terms Net Due Date**<br>Date when total invoice amount becomes due | O | DT 6/6 |
| | ITD07 | 386 | **Terms Net Days**<br>Number of days until total invoice amount is due (discount not applicable) | O | N0 1/3 |
| Not Used | ITD08 | 362 | **Terms Discount Amount**<br>Total amount of terms discount | O | N2 1/10 |
| Not Used | ITD09 | 388 | **Terms Deferred Due Date**<br>Date deferred payment or percent of invoice payable is due | O | DT 6/6 |
| Not Used | ITD10 | 389 | **Deferred Amount Due**<br>Deferred amount due for payment | X | N2 1/10 |
| Not Used | ITD11 | 342 | **Percent of Invoice Payable**<br>Amount of invoice payable expressed in percent | X | R 1/5 |
| Not Used | ITD12 | 352 | **Description**<br>A free-form description to clarify the related data elements and their content | O | AN 1/80 |
| Not Used | ITD13 | 765 | **Day of Month** | X | N0 1/2 |

| | | | | | |
|---|---|---|---|---|---|
| | | | The numeric value of the day of the month between 1 and the maximum day of the month being referenced | | |
| **Not Used** | **ITD14** | **107** | **Payment Method Code**<br>Code identifying type of payment procedures | **O** | **ID 1/1** |
| **Not Used** | **ITD15** | **954** | **Percent**<br>Percentage expressed as a decimal | **O** | **R 1/10** |

**Segment:** **N9** **Reference Number**
**Position:** 280
**Loop:** N9
**Level:** Heading
**Usage:** Optional
**Max Use:** 1
**Purpose:** To transmit identifying numbers and descriptive information as specified by the reference number qualifier
**Syntax Notes:** **1** At least one of N902 or N903 is required.
**2** If N906 is present, then N905 is required.
**Semantic Notes:** **1** N906 reflects the time zone which the time reflects.
**Comments:**
**Notes:** ***When BAK02 is code RF, use to provide reasons for rejection of a purchase order.***

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| **Must Use** | **N901** | **128** | **Reference Number Qualifier**<br>Code qualifying the Reference Number.<br>55 Sequence Number<br>***Use to indicate reasons for the rejection are being provided. Cite the word "Reason" in N903 and state the reasons in the following MSG segment.*** | **M ID 2/2** |
| **Not Used** | **N902** | **127** | **Reference Number**<br>Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier. | **X AN 1/30** |
| | **N903** | **369** | **Free-form Description**<br>Free-form descriptive text<br>***This data element may only contain the word "Reason".*** | **X AN 1/45** |
| **Not Used** | **N904** | **373** | **Date**<br>Date (YYMMDD) | **O DT 6/6** |
| **Not Used** | **N905** | **337** | **Time**<br>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** |
| **Not Used** | **N906** | **623** | **Time Code**<br>Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow | **O ID 2/2** |

**Segment:** **MSG** **Message Text**
**Position:** 290
**Loop:** N9
**Level:** Heading
**Usage:** Optional
**Max Use:** 1000
**Purpose:** To provide a free form format that would allow the transmission of text information.
**Syntax Notes:**
**Semantic Notes:**
**Comments:** 1 MSG02 is not related to the specific characteristics of a printer, but identifies top of page, advance a line, etc.
**Notes:** ***Use this segment to provide the reasons for a rejection of a purchase order.***

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| Must Use | MSG01 | 933 | **Free-Form Message Text**<br>Free-form message text | **M AN 1/264** |
| Not Used | MSG02 | 934 | **Printer Carriage Control Code**<br>A field to be used for the control of the line feed of the receiving printer | **O ID 2/2** |

**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.
**Notes:** ***1. Whenever possible, address information should be transmitted using code values contained in a combination of the N101, N103/04 data elements. Use N102 and the N2-N4 segments only when it is necessary to transmit the full address. For example, if a vendor can be identified by a DUNs number, it is not necessary to transmit the vendor's full address since the relationship between the DUNs number and the vendor's address can be established by accessing a data base in which the information is stored, having been put there at the time the vendor electronically registered as a federal government trading partner.***

***2. When BAK02 is code AD, transmit the same information as contained in the applicable 850 transaction set.***

***3. At least 2 iterations of this segment are required with N101 citing code BY and SE.***

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| Must Use | **N101** | **98** | **Entity Identifier Code**<br>Code identifying an organizational entity, a physical location, or an individual<br>BY Buying Party (Purchaser)<br>SE Selling Party<br>ST Ship To<br>***Use only when BAK02 is code AC or AD.*** | **M ID 2/2** |
| | **N102** | **93** | **Name**<br>Free-form name<br>***Use only if BAK02 is code AC or AD.*** | **X AN 1/35** |
| | **N103** | **66** | **Identification Code Qualifier**<br>Code designating the system/method of code structure used for Identification Code (67)<br>***While the federal EDI program uses the DUNS number, other government users of this implemeutation convention may require the use of other and additional numbers for a transition period in order to cross reference existing data bases to new procuremeut actions.***<br>1 D-U-N-S Number, Dun & Bradstreet<br>***Use of the DUNS or DUNS+4 number is preferred over other codes to identify an entity.***<br>9 D-U-N-S+4, D-U-N-S Number with Four Character Suffix<br>***Use of the DUNS or DUNS+4 number is preferred over other codes to identify an entity.*** | **X ID 1/2** |

| | | | | | | |
|---|---|---|---|---|---|---|
| | | | 10 | Department of Defense Activity Address Code (DODAAC)<br>***Use to indicate either a Department of Defense Activity Address Code or a Civilian Agency Activity Address Code.*** | | |
| | | | 21 | Health Industry I.D. Number (HIN)<br>***Use only when BAK02 is code AC or AD.*** | | |
| | | | 33 | Commercial and Government Entity (CAGE)<br>***Use to indicate vendors with CAGE codes.*** | | |
| | **N104** | **67** | **Identification Code**<br>Code identifying a party or other code | | **X** | **AN 2/20** |
| **Not Used** | **N105** | **706** | **Entity Relationship Code**<br>Code describing entity relationship | | **O** | **ID 2/2** |
| **Not Used** | **N106** | **98** | **Entity Identifier Code**<br>Code identifying an organizational entity, a physical location, or an individual | | **O** | **ID 2/2** |

**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:**
**Notes:**

***1. This segment is not necessary when the cited party can be identified by a code value in N101/03/04.***

***2. Use only if BAK02 is code AC or AD.***

***3. When BAK02 is code AD, transmit the same information as contained in the applicable 850 transaction set.***

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes | |
|---|---|---|---|---|---|
| Must Use | N201 | 93 | Name<br>Free-form name | M | AN 1/35 |
| | N202 | 93 | Name<br>Free-form name | O | AN 1/35 |

**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:**
**Notes:** ***1. This segment is not necessary when the cited party can be identified by a code value in N101/03/04.***

***2. Use only if BAK02 is code AC or AD.***

***3. When BAK02 is code AD, transmit the same information as contained in the applicable 850 transaction set.***

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| Must Use | N301 | 166 | **Address Information**<br>Address information | **M AN 1/35** |
| | N302 | 166 | **Address Information**<br>Address information | **O AN 1/35** |

**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 USA or Canada.
**Notes:** ***1. This segment is not necessary when the cited party can be identified by a code value in N101/03/04.***

***2. Use only if BAK02 is code AC or AD.***

***3. When BAK02 is code AD, transmit the same information as contained in the applicable 850 transaction set.***

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes | |
|---|---|---|---|---|---|
| | **N401** | **19** | **City Name**<br>Free-form text for city name | **O** | **AN 2/30** |
| | **N402** | **156** | **State or Province Code**<br>Code (Standard State/Province) as defined by appropriate government agency | **O** | **ID 2/2** |
| | **N403** | **116** | **Postal Code**<br>Code defining international postal zone code excluding punctuation and blanks (zip code for United States) | **O** | **ID 3/11** |
| | **N404** | **26** | **Country Code**<br>Code identifying the country | **O** | **ID 2/3** |
| **Not Used** | **N405** | **309** | **Location Qualifier**<br>Code identifying type of location | **X** | **ID 1/2** |
| **Not Used** | **N406** | **310** | **Location Identifier**<br>Code which identifies a specific location | **O** | **AN 1/30** |

**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:**
**Notes:** ***Use this segment when BAK02 is code AT, RF, or RJ.***

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| Must Use | PER01 | 366 | **Contact Function Code**<br>Code identifying the major duty or responsibility of the person or group named<br>AA Authorized Representative<br>***Use to indicate the person authorized to transmit this transaction set. Use this code only when BAK02 is AT, RF or RJ.***<br>IC Information Contact | **M ID 2/2** |
| | PER02 | 93 | **Name**<br>Free-form name<br>***Use to identify the name of a point of contact. Last name, followed by first name, is preferred. If the whole name is longer than 35 characters, the use of initials for the first name is recommended. PER09 may be used to cite the party's title.*** | **O AN 1/35** |
| | PER03 | 365 | **Communication Number Qualifier**<br>Code identifying the type of communication number<br>EM Electronic Mail<br>FX Facsimile<br>TE Telephone | **X ID 2/2** |
| | PER04 | 364 | **Communication Number**<br>Complete communications number including country or area code when applicable<br>***1. When PER03 is TE, cite the area code and commercial telephone number.***<br>***2. All numbers, other than those associated with code EM, shall be transmitted as a continuous number with no extraneous characters.*** | **X AN 1/80** |
| | PER05 | 365 | **Communication Number Qualifier**<br>Code identifying the type of communication number<br>***Use to identify a second communications number for the party cited in PER02. For example, if PER03/04 cites the commercial telephone number, PER05/06 can be used to cite an electronic mail number.***<br>EM Electronic Mail<br>EX Telephone Extension<br>***Use only if PER03 is used citing code TE.***<br>FX Facsimile<br>TE Telephone | **X ID 2/2** |

**PER06** **364** **Communication Number** **X** **AN 1/80**

Complete communications number including country or area code when applicable

***1. When PER05 is TE, cite the area code and commercial telephone number.***

***2. All numbers, other than those associated with code EM, shall be transmitted as a continuous number with no extraneous characters.***

**PER07** **365** **Communication Number Qualifier** **X** **ID 2/2**

Code identifying the type of communication number

***Use to identify a third communications number for the party cited in PER02.***

| | |
|---|---|
| EM | Electronic Mail |
| EX | Telephone Extension |
| | ***Use only if PER05 is used citing code TE.*** |
| FX | Facsimile |
| TE | Telephone |

**PER08** **364** **Communication Number** **X** **AN 1/80**

Complete communications number including country or area code when applicable

***1. When PER07 is TE, cite the area code and commercial telephone number.***

***2. All numbers, other than those associated with code EM, shall be transmitted as a continuous number with no extraneous characters.***

**PER09** **443** **Contact Inquiry Reference** **O** **AN 1/20**

Additional reference number or description to clarify a contact number

***Use to identify the title of the party cited in PER02.***

**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 Dictionary for a complete list of ID's.
2 PO101 is the line item identification.
3 PO106 through PO125 provide for ten (10) different product/service ID's per each item. For example: Case, Color, Drawing No., UPC No., ISBN No., Model No., SKU.

**Notes:**
***1. Use this segment when BAK02 is code AC or AD.***

***2. When BAK02 is code AD, transmit the same information as contained in the applicable 850 transaction set.***

***3. When BAK02 is code AC, use to identify the correct line item information when it differs from that contained in the 850 transaction set or to identify a rejected line item.***

***4. If one or more line items are rejected, identify the line items in this segment and cite code IR in ACK01.***

**Data Element Summary**

| Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|
| PO101 | 350 | **Assigned Identification**<br>Alphanumeric characters assigned for differentiation within a transaction set<br>***Cite the same line item number(s) as contained in the 850 transaction set.*** | O AN 1/11 |
| PO102 | 330 | **Quantity Ordered**<br>Quantity ordered<br>***Use to identify the quantity cited in the 850 transaction set or the quantity accepted by the selling party.*** | X R 1/9 |
| PO103 | 355 | **Unit or Basis for Measurement Code**<br>Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken<br>***Use to identify the unit of measure applicable to the quantity cited in PO102.***<br>Refer to 003050 Data Element Dictionary for acceptable code values. | O ID 2/2 |
| PO104 | 212 | **Unit Price**<br>Price per unit of product, service, commodity, etc.<br>***Use to identify the price cited in the 850 transaction set or the price accepted by the selling party.*** | X R 1/17 |

| | | | | | |
|---|---|---|---|---|---|
| Not Used | PO105 | 639 | **Basis of Unit Price Code**<br>Code identifying the type of unit price for an item | O | ID 2/2 |
| | PO106 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234)<br>***1. When BAK02 is code AD, cite the same codes as contained in the 850 transaction set.***<br>***2. When BAK02 is code AC, cite the appropriate code to identify the line item if different than the code(s) contained in the 850 transaction set.***<br>***3. Any code may be used but the listed codes are preferred to cite differences in line item identification.***<br>***CR Contract Number***<br>***If BAK03 is a delivery order against a basic contract or GSA Schedule, use to indicate the contract number.***<br>***FS National Stock Number***<br>***LT Lot Number***<br>***MF Mauufacturer***<br>***ND National Drug Code (NDC)***<br>***SN Serial Number***<br>***VP Vendor's (Seller's) Part Number***<br>Refer to 003050 Data Element Dictionary for acceptable code values. | X | ID 2/2 |
| | PO107 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| | PO108 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234)<br>Refer to 003050 Data Element Dictionary for acceptable code values. | X | ID 2/2 |
| | PO109 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| | PO110 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234)<br>Refer to 003050 Data Element Dictionary for acceptable code values. | X | ID 2/2 |
| | PO111 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| | PO112 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234)<br>Refer to 003050 Data Element Dictionary for acceptable code values. | X | ID 2/2 |
| | PO113 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| | PO114 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234)<br>Refer to 003050 Data Element Dictionary for acceptable code values. | X | ID 2/2 |

| | | | | |
|---|---|---|---|---|
| **PO115** | **234** | **Product/Service ID**<br>Identifying number for a product or service | **X** | **AN 1/40** |
| **PO116** | **235** | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234)<br>Refer to 003050 Data Element Dictionary for acceptable code values. | **X** | **ID 2/2** |
| **PO117** | **234** | **Product/Service ID**<br>Identifying number for a product or service | **X** | **AN 1/40** |
| **PO118** | **235** | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234)<br>Refer to 003050 Data Element Dictionary for acceptable code values. | **X** | **ID 2/2** |
| **PO119** | **234** | **Product/Service ID**<br>Identifying number for a product or service | **X** | **AN 1/40** |
| **PO120** | **235** | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234)<br>Refer to 003050 Data Element Dictionary for acceptable code values. | **X** | **ID 2/2** |
| **PO121** | **234** | **Product/Service ID**<br>Identifying number for a product or service | **X** | **AN 1/40** |
| **PO122** | **235** | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234)<br>Refer to 003050 Data Element Dictionary for acceptable code values. | **X** | **ID 2/2** |
| **PO123** | **234** | **Product/Service ID**<br>Identifying number for a product or service | **X** | **AN 1/40** |
| **PO124** | **235** | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234)<br>Refer to 003050 Data Element Dictionary for acceptable code values. | **X** | **ID 2/2** |
| **PO125** | **234** | **Product/Service ID**<br>Identifying number for a product or service | **X** | **AN 1/40** |

**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 PID03 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. A ``N'' indicates it does not apply. Any other value is indeterminate.

**Comments:**
1 If PID01 = ``F'', then PID05 is used. If PID01 = ``S'', then PID04 is used. If PID01 = ``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:**
***1. Use this segment when BAK02 is code AC or AD.***

***2. When BAK02 is code AD, transmit the same information as contained in the applicable 850 transaction set.***

***3. When BAK02 is code AC, transmit the item description if different than the description contained in the 850 transaction set.***

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes | |
|---|---|---|---|---|---|
| Must Use | PID01 | 349 | **Item Description Type**<br>Code indicating the format of a description<br>F Free-form | M | ID 1/1 |
| Not Used | PID02 | 750 | **Product/Process Characteristic Code**<br>Code identifying the general class of a product or process characteristic | O | ID 2/3 |
| Not Used | PID03 | 559 | **Agency Qualifier Code**<br>Code identifying the agency assigning the code values | X | ID 2/2 |
| Not Used | PID04 | 751 | **Product Description Code**<br>A code from an industry code list which provides specific data about a product characteristic | X | AN 1/12 |
| | PID05 | 352 | **Description**<br>A free-form description to clarify the related data elements and their content | X | AN 1/80 |
| Not Used | PID06 | 752 | **Surface/Layer/Position Code**<br>Code indicating the product surface, layer or position that is being described | O | ID 2/2 |
| Not Used | PID07 | 822 | **Source Subqualifier**<br>A reference that indicates the table or text maintained by the Source Qualifier | O | AN 1/15 |
| Not Used | PID08 | 1073 | **Yes/No Condition or Response Code**<br>Code indicating a Yes or No condition or response | O | ID 1/1 |

**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:**
**Notes:**
***1. Use this segment when BAK02 is code AC or AD to provide information related to the line item ordered in the applicable 850 transaction set. If a line item is rejected, cite code IR in ACK01.***

***2. When providing delivery information, use as many repetitions of this segment as necessary to specify the delivery schedule.***

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| Must Use | ACK01 | 668 | **Line Item Status Code**<br>Code specifying the action taken by the seller on a line item requested by the buyer<br>***Use any code.***<br>Refer to 003050 Data Element Dictionary for acceptable code values. | M ID 2/2 |
| | ACK02 | 380 | **Quantity**<br>Numeric value of quantity | X R 1/15 |
| | ACK03 | 355 | **Unit or Basis for Measurement Code**<br>Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken<br>Refer to 003050 Data Element Dictionary for acceptable code values. | X ID 2/2 |
| | ACK04 | 374 | **Date/Time Qualifier**<br>Code specifying type of date or time, or both date and time<br>073 Scheduled for Delivery (Prior to and Including)<br>***Use to indicate the scheduled delivery date for the quantity cited in ACK02.*** | O ID 3/3 |
| | ACK05 | 373 | **Date**<br>Date (YYMMDD) | X DT 6/6 |
| Not Used | ACK06 | 326 | **Request Reference Number**<br>Reference number or RFQ number to use to identify a particular transaction set and query (additional reference number or description which can be used with | O AN 1/45 |

| | | | | | |
|---|---|---|---|---|---|
| | | | contract number) | | |
| Not Used | ACK07 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234) | X | ID 2/2 |
| Not Used | ACK08 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| Not Used | ACK09 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234) | X | ID 2/2 |
| Not Used | ACK10 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| Not Used | ACK11 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234) | X | ID 2/2 |
| Not Used | ACK12 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| Not Used | ACK13 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234) | X | ID 2/2 |
| Not Used | ACK14 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| Not Used | ACK15 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234) | X | ID 2/2 |
| Not Used | ACK16 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| Not Used | ACK17 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234) | X | ID 2/2 |
| Not Used | ACK18 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| Not Used | ACK19 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234) | X | ID 2/2 |
| Not Used | ACK20 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| Not Used | ACK21 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234) | X | ID 2/2 |
| Not Used | ACK22 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| Not Used | ACK23 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234) | X | ID 2/2 |
| Not Used | ACK24 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| Not Used | ACK25 | 235 | **Product/Service ID Qualifier**<br>Code identifying the type/source of the descriptive number used in Product/Service ID (234) | X | ID 2/2 |
| Not Used | ACK26 | 234 | **Product/Service ID**<br>Identifying number for a product or service | X | AN 1/40 |
| Not Used | ACK27 | 559 | **Agency Qualifier Code**<br>Code identifying the agency assigning the code values | X | ID 2/2 |
| Not Used | ACK28 | 822 | **Source Subqualifier**<br>A reference that indicates the table or text maintained by the Source Qualifier | X | AN 1/15 |
| Not Used | ACK29 | 1271 | **Industry Code** | X | AN 1/20 |

Code indicating a code from a specific industry code list

**Segment:** **SCH** **Line Item Schedule**
**Position:** 310
**Loop:** SCH
**Level:** Detail
**Usage:** Optional
**Max Use:** 1
**Purpose:** To specify the data for scheduling a specific line-item
**Syntax Notes:**
**1** If SCH03 is present, then SCH04 is required.
**2** If SCH08 is present, then at least one of SCH09 or SCH10 is required.
**3** If SCH09 is present, then SCH08 is required.
**4** If SCH10 is present, then SCH08 is required.
**Semantic Notes:**
**1** SCH12 is the schedule identification.
**Comments:**
**1** SCH05 specifies the interpretation to be used for SCH06 and SCH07.

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| Must Use | SCH01 | 380 | **Quantity**<br>Numeric value of quantity | M R 1/15 |
| Must Use | SCH02 | 355 | **Unit or Basis for Measurement Code**<br>Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken<br>Refer to 003050 Data Element Dictionary for acceptable code values. | M ID 2/2 |
| Not Used | SCH03 | 98 | **Entity Identifier Code**<br>Code identifying an organizational entity, a physical location, or an individual | O ID 2/2 |
| Not Used | SCH04 | 93 | **Name**<br>Free-form name | X AN 1/35 |
| Must Use | SCH05 | 374 | **Date/Time Qualifier**<br>Code specifying type of date or time, or both date and time<br>Refer to 003050 Data Element Dictionary for acceptable code values. | M ID 3/3 |
| Must Use | SCH06 | 373 | **Date**<br>Date (YYMMDD) | M DT 6/6 |
| | SCH07 | 337 | **Time**<br>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)<br>***Use, if applicable, to identify the time for a delivery. Specify time only in the HHMM format.*** | O TM 4/8 |
| | SCH08 | 374 | **Date/Time Qualifier**<br>Code specifying type of date or time, or both date and time<br>Refer to 003050 Data Element Dictionary for acceptable code values. | X ID 3/3 |
| | SCH09 | 373 | **Date**<br>Date (YYMMDD) | X DT 6/6 |
| | SCH10 | 337 | **Time**<br>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)<br>***Use, if applicable, to identify the time for a delivery. Specify time only in the HHMM format.*** | X TM 4/8 |
| | SCH11 | 326 | **Request Reference Number**<br>Reference number or RFQ number to use to identify a particular transaction set | O AN 1/45 |

| | | | | | |
|---|---|---|---|---|---|
| | | | and query (additional reference number or description which can be used with contract number)<br>***Use to identify a reference number applicable to the delivery, e.g., a requisition number.*** | | |
| **Not Used** | **SCH12** | **350** | **Assigned Identification**<br>Alphanumeric characters assigned for differentiation within a transaction set | **O** | **AN 1/11** |

**Segment:** **N9** **Reference Number**
**Position:** 350
**Loop:** N9
**Level:** Detail
**Usage:** Optional
**Max Use:** 1
**Purpose:** To transmit identifying numbers and descriptive information as specified by the reference number qualifier
**Syntax Notes:** **1** At least one of N902 or N903 is required.
**2** If N906 is present, then N905 is required.
**Semantic Notes:** **1** N906 reflects the time zone which the time reflects.
**Comments:**
**Notes:** ***When ACK01 is code IR, use to provide the reasons for rejection of a line item.***

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| **Must Use** | **N901** | **128** | **Reference Number Qualifier**<br>Code qualifying the Reference Number.<br>55 Sequence Number<br>***Use to indicate reasons for the rejection are being provided. Cite the word "Reason" in N903 and state the reasons in the following MSG segment.*** | **M ID 2/2** |
| **Not Used** | **N902** | **127** | **Reference Number**<br>Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier. | **X AN 1/30** |
| | **N903** | **369** | **Free-form Description**<br>Free-form descriptive text<br>***This data element may only contain the word "Reason".*** | **X AN 1/45** |
| **Not Used** | **N904** | **373** | **Date**<br>Date (YYMMDD) | **O DT 6/6** |
| **Not Used** | **N905** | **337** | **Time**<br>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** |
| **Not Used** | **N906** | **623** | **Time Code**<br>Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow | **O ID 2/2** |

**Segment:** **MSG** **Message Text**
**Position:** 360
**Loop:** N9
**Level:** Detail
**Usage:** Optional
**Max Use:** 1000
**Purpose:** To provide a free form format that would allow the transmission of text information.
**Syntax Notes:**
**Semantic Notes:**
**Comments:** 1 MSG02 is not related to the specific characteristics of a printer, but identifies top of page, advance a line, etc.
**Notes:** ***Use this segment to provide the reasons for the rejection of a line item.***

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| **Must Use** | **MSG01** | **933** | **Free-Form Message Text**<br>Free-form message text | **M AN 1/264** |
| **Not Used** | **MSG02** | **934** | **Printer Carriage Control Code**<br>A field to be used for the control of the line feed of the receiving printer | **O ID 2/2** |

**Segment:** **CTT** **Transaction Totals**
**Position:** 010
**Loop:**
**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.

**Data Element Summary**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| Must Use | CTT01 | 354 | **Number of Line Items**<br>Total number of line items in the transaction set<br>***When BAK02 is code AT, or when rejecting the entire 850 transaction set, cite the number "0"*** | M N0 1/6 |
| Not Used | CTT02 | 347 | **Hash Total**<br>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.<br><br>Example:<br><br>-.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. | O R 1/10 |
| Not Used | CTT03 | 81 | **Weight**<br>Numeric value of weight | X R 1/10 |
| Not Used | CTT04 | 355 | **Unit or Basis for Measurement Code**<br>Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken | X ID 2/2 |
| Not Used | CTT05 | 183 | **Volume**<br>Value of volumetric measure | X R 1/8 |
| Not Used | CTT06 | 355 | **Unit or Basis for Measurement Code**<br>Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken | X ID 2/2 |
| Not Used | CTT07 | 352 | **Description**<br>A free-form description to clarify the related data elements and their content | O AN 1/80 |

**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**

| | Ref. Des. | Data Element | Name | Attributes |
|---|---|---|---|---|
| Must Use | SE01 | 96 | **Number of Included Segments**<br>Total number of segments included in a transaction set including ST and SE segments | M N0 1/10 |
| Must Use | SE02 | 329 | **Transaction Set Control Number**<br>Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set<br>***This is the same number as ST02.*** | M AN 4/9 |

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