

# 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.

## 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	BAK	Beginning Segment for Purchase Order Acknowledgment	M	1		
Must Use	040	CUR	Currency	O	1		
Not Used	050	REF	Reference Identification	O	>1		
Not Used	060	PER	Administrative Communications Contact	O	3		
Not Used	070	TAX	Tax Reference	O	>1		
Not Used	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	Sales Requirements	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		
Not Used	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	>1		
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		
Not Used	277	CTB	Restrictions/Conditions	O	>1		
LOOP ID - N9						1000	
	280	N9	Reference Identification	O	1		

Not Used	285	DTM	Date/Time Reference	O	>1
	290	MSG	Message Text	O	1000
<b>LOOP ID - N1</b>					<b>200</b>
M	300	N1	Name	M	1
Not Used	310	N2	Additional Name Information	O	2
Not Used	320	N3	Address Information	O	2
Not Used	330	N4	Geographic Location	O	1
Not Used	335	NX2	Location ID Component	O	>1
Not Used	340	REF	Reference Identification	O	12
Not Used	350	PER	Administrative Communications Contact	O	>1
Not Used	355	SI	Service Characteristic Identification	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
<b>LOOP ID - ADV</b>					<b>&gt;1</b>
Not Used	430	ADV	Advertising Demographic Information	O	1
Not Used	440	DTM	Date/Time Reference	O	>1
Not Used	450	MTX	Text	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>
<b>LOOP ID - PO1</b>					<b>100000</b>	
M	010	PO1	Baseline Item Data	M	1	n2
Not Used	015	LIN	Item Identification	O	>1	
Not Used	018	SI	Service Characteristic Identification	O	>1	
Not Used	020	CUR	Currency	O	1	
Not Used	030	PO3	Additional Item Detail	O	25	
Must Use	040	CTP	Pricing Information	O	>1	
Not Used	045	PAM	Period Amount	O	10	
Not Used	049	MEA	Measurements	O	40	
<b>LOOP ID - PID</b>					<b>1000</b>	
	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	
	100	REF	Reference Identification	O	>1	
Not Used	110	PER	Administrative Communications Contact	O	3	
<b>LOOP ID - SAC</b>					<b>25</b>	
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	142	CSH	Sales Requirements	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	
Must Use	200	DTM	Date/Time Reference	O	10	
Not Used	210	LDT	Lead Time	O	12	
Not Used	230	TD1	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	293	AMT	Monetary Amount	O	1	n3
Not Used	295	CTB	Restrictions/Conditions	O	>1	
Not Used	296	TXI	Tax Information	O	>1	
LOOP ID - QTY					>1	
Not Used	300	QTY	Quantity	O	1	
Not Used	302	SI	Service Characteristic Identification	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	
Not Used	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	
Not Used	345	REF	Reference Identification	O	>1	
LOOP ID - N9					1000	
	350	N9	Reference Identification	O	1	
Not Used	355	DTM	Date/Time Reference	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	Location ID Component	O	>1	
Not Used	410	REF	Reference Identification	O	12	
Not Used	420	PER	Administrative Communications Contact	O	3	
Not Used	425	SI	Service Characteristic Identification	O	>1	
Not Used	426	DTM	Date/Time Reference	O	1	
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	475	QTY	Quantity	O	>1
Not Used	480	PKG	Marking, Packaging, Loading	O	25
<b>LOOP ID - SLN</b>					<b>1000</b>
	490	SLN	Subline Item Detail	O	1
Not Used	495	MSG	Message Text	O	>1
Not Used	500	SI	Service Characteristic Identification	O	>1
	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
<b>LOOP ID - SAC</b>					<b>10</b>
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
Not Used	558	ADV	Advertising Demographic Information	O	>1
<b>LOOP ID - QTY</b>					<b>&gt;1</b>
Not Used	559	QTY	Quantity	O	1
Not Used	561	SI	Service Characteristic Identification	O	>1
<b>LOOP ID - N9</b>					<b>&gt;1</b>
Not Used	563	N9	Reference Identification	O	1
Not Used	564	DTM	Date/Time Reference	O	>1
Not Used	565	MSG	Message Text	O	>1
<b>LOOP ID - N1</b>					<b>10</b>
Not Used	576	N1	Name	O	1
Not Used	578	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	Location ID Component	O	>1
Not Used	610	REF	Reference Identification	O	12
Not Used	620	PER	Administrative Communications Contact	O	3
Not Used	625	SI	Service Characteristic Identification	O	>1

## Summary:

	<b>Pos. No.</b>	<b>Seg. ID</b>	<b>Req. Des.</b>	<b>Max.Use</b>	<b>Loop Repeat</b>	<b>Notes and Comments</b>
					<b>1</b>	
	010	CTT	Transaction Totals	O	1	n5
Not Used	020	AMT	Monetary Amount	O	1	n6
M	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) 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:**  
**Business Rules:** Variable Name: STST

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	ST01	143	Transaction Set Identifier Code Code uniquely identifying a Transaction Set 855 Purchase Order Acknowledgment	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:** **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:**

**Notes:**

The first POA (855) must be sent within 48 hours of receipt of the PO. The 855 is required to be returned on all 850 (PO) and 860 (PO Change).

Example: BAK\*00\*AC\*4800002559\*20130611~

**Data Element Summary**

	<b>Ref.</b>	<b>Data</b>		<b>Attributes</b>
	<b>Des.</b>	<b>Element</b>	<b>Name</b>	
M	BAK01	353	<b>Transaction Set Purpose Code</b>	M ID 2/2
			Code identifying purpose of transaction set	
			00 Original	
			04 Change	
M	BAK02	587	<b>Acknowledgment Type</b>	M ID 2/2
			Code specifying the type of acknowledgment	
			AC Acknowledge - With Detail and Change	
M	BAK03	324	<b>Purchase Order Number</b>	M AN 1/22
			Identifying number for Purchase Order assigned by the orderer/purchaser	
			Required by 3M. Return PO number from the 850.	
M	BAK04	373	<b>Date</b>	M DT 8/8
			Date expressed as CCYYMMDD	

**Segment:** **CUR** Currency  
**Position:** 040  
**Loop:**  
**Level:** Heading  
**Usage:** Optional (Must Use)  
**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 Figures Appendix for examples detailing the use of the CUR segment.

**Notes:** Example: CUR\*BY\*CAD~

**Data Element Summary**

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



**Segment:** **N9 Reference Identification**  
**Position:** 280  
**Loop:** N9 Optional  
**Level:** Heading  
**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:**  
**Notes:** Send only if sending vendor messages on the 855. Do not send messages received in the 850 back in the 855.  
Example: N9\*L1\*SEE COMMENTS~

**Data Element Summary**

<b>Ref. Des.</b>	<b>Data Element</b>	<b>Name</b>	<b>Attributes</b>
M	N901	128 <b>Reference Identification Qualifier</b> Code qualifying the Reference Identification L1 Letters or Notes	<b>M ID 2/3</b>
	N902	127 <b>Reference Identification</b> Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	<b>X AN 1/30</b>

**Segment:** **MSG** Message Text  
**Position:** 290  
**Loop:** N9 Optional  
**Level:** Heading  
**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. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	MSG01	933	Free-Form Message Text Free-form message text	M AN 1/264

**Segment:** **N1** Name  
**Position:** 300  
**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.  
**Notes:** Required by 3M.  
 Example: N1\*VN\*TEST VENDOR LLC\*92\*0010000065~

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	N101	98	<b>Entity Identifier Code</b> Code identifying an organizational entity, a physical location, property or an individual VN Vendor	M ID 2/3
M	N102	93	<b>Name</b> Free-form name	M AN 1/60
M	N103	66	<b>Identification Code Qualifier</b> Code designating the system/method of code structure used for Identification Code (67) 92 Assigned by Buyer or Buyer's Agent	M ID 1/2
M	N104	67	<b>Identification Code</b> Code identifying a party or other code 3M Vendor number from the N104 of the "VN" N1 in the PO.	M AN 2/80

**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:**

- 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.

**Notes:**

3M allows different units of measures for the quantity shipped and for the price. 3M considers the price in the CTP03 as the PO price. The quantity in the PO102 is the quantity in the shipping unit of measure. The quantity in the CTP04 is the quantity in the pricing unit of measure.

If necessary the vendor can calculate the price in shipping unit of measure using the following formula:  
 Price in shipping uom = ((CTP03/CTP07) x CTP04) / PO102

Example:  
 Outbound PO:  
 PO1\*00010\*10\*EA\*\*\*BP\*7000138216\*\*\*\*\*RP\*CT060921468~  
 CTP\*\*UCP\*22.23\*10\*AS\*SEL\*5~

Calculation:  
 Price in shipping uom = ((CTP03/CTP07) x CTP04) / PO102  
 = ((22.23 / 5) x 10) / 10  
 = \$4.446 EA

Example:  
 PO1\*00010\*240\*EA\*\*\*BP\*0000000071\*VP\*VENDORSKU\*UK\*04710367340423~

**Data Element Summary**

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	PO101	350	Assigned Identification Alphanumeric characters assigned for differentiation within a transaction set Line item number from the PO.
M	PO102	330	Quantity Ordered Quantity ordered Use to change or confirm quantity sent on the PO. Do not change to zero, use ACK segment to reject or delete line.
M	PO103	355	Unit or Basis for Measurement Code Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken Refer to 004010 Data Element Dictionary for acceptable code values.

<b>PO106</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>	<b>X</b>	<b>ID 2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		3M Buyer's Part Number (BP) must be returned if sent on PO.		
		BP		Buyer's Part Number
				3M requires return of Buyer's Part Number if sent on the 850.
<b>PO107</b>	<b>234</b>	<b>Product/Service ID</b>	<b>X</b>	<b>AN 1/48</b>
		Identifying number for a product or service		
<b>PO108</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>	<b>X</b>	<b>ID 2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)		
		UK		U.P.C./EAN Shipping Container Code (1-2-5-5-1)
				A 14-digit code that uniquely identifies the manufacturer's shipping unit, including the packaging indicator and check digit; the first digit is the packaging indicator, the next two digits are the number system characters, the next five digits are the manufacturer ID number, the second five digits are the item code, and the final digit is the check digit
<b>PO109</b>	<b>234</b>	<b>Product/Service ID</b>	<b>X</b>	<b>AN 1/48</b>
		Identifying number for a product or service		

**Segment:** **CTP Pricing Information**  
**Position:** 040  
**Loop:** PO1 Mandatory  
**Level:** Detail  
**Usage:** Optional (Must Use)  
**Max Use:** >1  
**Purpose:** To specify pricing information  
**Syntax Notes:**

- 1 If either CTP04 or CTP05 is present, then the other is required.
- 2 If CTP06 is present, then CTP07 is required.
- 3 If CTP09 is present, then CTP02 is required.
- 4 If CTP10 is present, then CTP02 is required.
- 5 If CTP11 is present, then CTP03 is required.

**Semantic Notes:**

- 1 CTP07 is a multiplier factor to arrive at a final discounted price. A multiplier of .90 would be the factor if a 10% discount is given.
- 2 CTP08 is the rebate amount.

**Comments:**

- 1 See Figures Appendix for an example detailing the use of CTP03 and CTP04. See Figures Appendix for an example detailing the use of CTP03, CTP04 and CTP07.

**Notes:** 3M allows different units of measures for the quantity shipped and for the price. 3M considers the price in the CTP03 as the PO price. The quantity in the PO102 is the quantity in the shipping unit of measure. The quantity in the CTP04 is the quantity in the pricing unit of measure.

If necessary the vendor can calculate the price in shipping unit of measure using the following formula:

$$\text{Price in shipping uom} = ((\text{CTP03}/\text{CTP07}) \times \text{CTP04}) / \text{PO102}$$

Example:

Outbound PO:

PO1\*00010\*10\*EA\*\*\*BP\*7000138216\*\*\*\*\*RP\*CT060921468~  
 CTP\*\*UCP\*22.23\*10\*AS\*SEL\*5~

Calculation:

$$\begin{aligned} \text{Price in shipping uom} &= ((\text{CTP03}/\text{CTP07}) \times \text{CTP04}) / \text{PO102} \\ &= ((22.23 / 5) \times 10) / 10 \\ &= \$4.446 \text{ EA} \end{aligned}$$

Example: CTP\*\*UCP\*100\*96.000\*CS\*SEL\*1~

Price of \$100.00 per 1 CS.

96 CS = 240 EA (from PO102 and PO103)

Line item total = \$9600.00

CTP\*\*UCP\*5\*12.00\*CS\*SEL\*1000~

Price of \$5 per 1000 CS or \$5/1000=\$.005 per CS

12 CS = 35000 EA (from PO102 and PO103)

CTP\*\*UCP\*10\*25.000\*CS\*SEL\*25~

Price of \$10.00 per 25 CS or \$10/25=\$.40 per CS.

25 CS = 100 EA (from PO102 and PO103)

### Data Element Summary

Ref.	Data Element	Name	Attributes
M	CTP02	236 Price Identifier Code	M ID 3/3
		Code identifying pricing specification	
		UCP Unit cost price	
M	CTP03	212 Unit Price	M R 1/17
		Price per unit of product, service, commodity, etc.	

Use to change or confirm price sent on PO. Do not change to zero, use ACK

			segment to reject or delete line.	
M	CTP04	380	<b>Quantity</b>	M R 1/15
			Numeric value of quantity	
M	CTP05	C001	<b>Composite Unit of Measure</b>	M
			To identify a composite unit of measure (See Figures Appendix for examples of use)	
M	C00101	355	<b>Unit or Basis for Measurement Code</b>	M ID 2/2
			Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	
			Refer to 004010 Data Element Dictionary for acceptable code values.	
M	CTP06	648	<b>Price Multiplier Qualifier</b>	M ID 3/3
			Code indicating the type of price multiplier	
			SEL Selling Multiplier	
M	CTP07	649	<b>Multiplier</b>	M R 1/10
			Value to be used as a multiplier to obtain a new value	

**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:** Example: PID\*F\*\*\*\*4032 SCOTCHMOUNT DEL-CTD FOAMTAPE 76MMX~

#### Data Element Summary

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	PID01	349 Item Description Type	M ID 1/1
		Code indicating the format of a description	
		Not Mapped	
		F Free-form	
	PID05	352 Description	X AN 1/80
		A free-form description to clarify the related data elements and their content	



**Segment:** **REF** Reference Identification  
**Position:** 100  
**Loop:** PO1 Mandatory  
**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:**  
**Notes:** Example: REF\*IV\*493754957~

**Data Element Summary**

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128 Reference Identification Qualifier	M ID 2/3
		Code qualifying the Reference Identification	
		IV Seller's Invoice Number	
	REF02	127 Reference Identification	X AN 1/30
		Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	

**Segment:** **DTM** Date/Time Reference  
**Position:** 200  
**Loop:** PO1 Mandatory  
**Level:** Detail  
**Usage:** Optional (Must Use)  
**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:**

**Notes:**

Used to provide change delivery date or to confirm delivery date from PO. On blanket orders (BEG02 on original 850 = BE), use the order start date in DTM02.  
 Example: DTM\*002\*20130708~

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	DTM01	374		Date/Time Qualifier	M ID 3/3
				Code specifying type of date or time, or both date and time	
				002 Delivery Requested	
M	DTM02	373		Date	M DT 8/8
				Date expressed as CCYYMMDD	

**Segment:** **ACK** Line Item Acknowledgment

**Position:** 270

**Loop:** ACK Optional

**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:** Only use when rejecting or deleting a line in the PO. Return PO1 and CTP information as received on PO, do not change price or quantity to zero.  
Example: ACK\*ID~

**Data Element Summary**

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	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	
		ID	Item Deleted
		IR	Item Rejected

**Segment:** **N9 Reference Identification**  
**Position:** 350  
**Loop:** N9 Optional  
**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:**  
**Notes:** Send only if sending vendor messages on the 855. Do not send messages received in the 850 back in the 855.

**Data Element Summary**

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M N901	128	Reference Identification Qualifier Code qualifying the Reference Identification L1 Letters or Notes	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

**Segment:** **MSG** Message Text  
**Position:** 360  
**Loop:** N9 Optional  
**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. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	MSG01	933	Free-Form Message Text Free-form message text	M AN 1/264

<b>Segment:</b>	<b>SLN</b> Subline Item Detail
<b>Position:</b>	490
<b>Loop:</b>	SLN      Optional
<b>Level:</b>	Detail
<b>Usage:</b>	Optional
<b>Max Use:</b>	1
<b>Purpose:</b>	To specify product subline detail item data
<b>Syntax Notes:</b>	<ol style="list-style-type: none"> <li>1 If either SLN04 or SLN05 is present, then the other is required.</li> <li>2 If SLN07 is present, then SLN06 is required.</li> <li>3 If SLN08 is present, then SLN06 is required.</li> <li>4 If either SLN09 or SLN10 is present, then the other is required.</li> <li>5 If either SLN11 or SLN12 is present, then the other is required.</li> <li>6 If either SLN13 or SLN14 is present, then the other is required.</li> <li>7 If either SLN15 or SLN16 is present, then the other is required.</li> <li>8 If either SLN17 or SLN18 is present, then the other is required.</li> <li>9 If either SLN19 or SLN20 is present, then the other is required.</li> <li>10 If either SLN21 or SLN22 is present, then the other is required.</li> <li>11 If either SLN23 or SLN24 is present, then the other is required.</li> <li>12 If either SLN25 or SLN26 is present, then the other is required.</li> <li>13 If either SLN27 or SLN28 is present, then the other is required.</li> </ol>
<b>Semantic Notes:</b>	<ol style="list-style-type: none"> <li>1 SLN01 is the identifying number for the subline item.</li> <li>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.</li> <li>3 SLN03 is the configuration code indicating the relationship of the subline item to the baseline item.</li> <li>4 SLN08 is a code indicating the relationship of the price or amount to the associated segment.</li> </ol>
<b>Comments:</b>	<ol style="list-style-type: none"> <li>1 See the Data Element Dictionary for a complete list of IDs.</li> <li>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.</li> <li>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.</li> </ol>
<b>Notes:</b>	Used only on Indirect POs with Service Lines.

#### Data Element Summary

<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	SLN01	350	<b>Assigned Identification</b> Alphanumeric characters assigned for differentiation within a transaction set	M AN 1/20
M	SLN03	662	<b>Relationship Code</b> Code indicating the relationship between entities I                      Included	M ID 1/1
	SLN04	380	<b>Quantity</b> Numeric value of quantity	X R 1/15
	SLN05	C001	<b>Composite Unit of Measure</b> To identify a composite unit of measure (See Figures Appendix for examples of use)	X
M	C00101	355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken Refer to 004010 Data Element Dictionary for acceptable code values.	M ID 2/2
	SLN06	212	<b>Unit Price</b> Price per unit of product, service, commodity, etc.	X R 1/17
	SLN09	235	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234)	X ID 2/2

A7

Subline Item Number

A further subdivision of a contract or exhibit line item that identifies a specific part of that contract or exhibit line item

**SLN10**

**234**

**Product/Service ID**

**X AN 1/48**

Identifying number for a product or service

**Segment:** **PID** Product/Item Description

**Position:** 510

**Loop:** SLN Optional

**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

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	PID01	349 Item Description Type	M ID 1/1
		Code indicating the format of a description	
		F Free-form	
	PID05	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 Optional  
**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.  
**Notes:** Example: CTT\*3~

**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	

**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>
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

# APPENDIX

## Transaction Example:

ISA\*00\*                   \*00\*                   \*ZZ\*SENDERID                   \*ZZ\*RECEIVERID  
          \*150217\*1322\*U\*00401\*000001365\*0\*P\*>~  
  
GS\*PR\*SENDERID\*RECEIVERID\*CCYYMMDD\*HHMM\*223\*X\*004010~  
  
ST\*855\*1365~  
  
BAK\*04\*AC\*3MPONUMBER\*CCYYMMDD~  
  
CUR\*BY\*CAD~  
  
N9\*L1\*SEE COMMENTS~  
  
MSG\*NO CHANGES NEEDED~  
  
N1\*VN\*SUPPLIER\*92\*0001234567~  
  
PO1\*00010\*2280\*EA\*\*\*BP\*7000123456\*VP\*EX988955444\*\*\*\*\*RP\*EX988955444~  
CTP\*\*UCP\*155.57\*2280\*EA\*SEL\*100~  
PID\*F\*\*\*\*\*LINE ITEM DESCRIPTION~  
DTM\*002\*20150324~  
  
CTT\*1~  
  
SE\*12\*1365~  
  
GE\*1\*223~  
  
IEA\*1\*000001365~