

A -----

3M

Guideline

For -----

Electronic

Data

Interchange

Transaction Set

855

Purchase Order Acknowledgement

ANSI X12 Version 4010

Sent by 3M

This specification is a template that 3M customers can use as a Guideline for what to expect in the 004010 ANSI X12 855 Message sent to Customers purchasing from 3M.

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		
			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		

Detail:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
			LOOP ID - PO1			100000	
	010	PO1	Baseline Item Data	O	1		n1
	040	CTP	Pricing Information	O	>1		
			LOOP ID - PID			1000	
	050	PID	Product/Item Description	O	1		
			LOOP ID - ACK			104	
	270	ACK	Line Item Acknowledgment	O	1		

Summary:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
			LOOP ID - CTT			1	
	010	CTT	Transaction Totals	O	1		n2
M	030	SE	Transaction Set Trailer	M	1		

Transaction Set Notes

1. PO102 is required.
2. The number of line items (CTT01) is the accumulation of the number of PO1 segments. If used, hash total (CTT02) is the sum of the value of quantities ordered (PO102) for each PO1 segment.

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
Notes: ST*855*0001~

Data Element Summary

	<u>Ref.</u>	<u>Data</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 Sender-assigned sequential control number to match control number on SE segment.	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: BAK*00*AD*123456789*20190227*6758493021***98765432100*20190227~

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	BAK01	353	Transaction Set Purpose Code Code identifying purpose of transaction set	M ID 2/2
			00 Original Used on the original or first acknowledgement.	
			04 Change Used on re-acknowledgements. A re-acknowledgement is optionally sent if a change occurs on the order after the original acknowledgement has been sent.	
M	BAK02	587	Acknowledgment Type Code specifying the type of acknowledgment	M ID 2/2
			AC Acknowledge - With Detail and Change Used if any changes are made to the Purchase Order.	
			AD Acknowledge - With Detail, No Change Used on original POA and no changes are made to the Purchase Order.	
			RD Reject with Detail Used when Purchase Order is canceled.	
M	BAK03	324	Purchase Order Number Identifying number for Purchase Order assigned by the orderer/purchaser	M AN 1/22
M	BAK04	373	Date Date expressed as CCYYMMDD	M DT 8/8
	BAK05	328	Release Number Number identifying a release against a Purchase Order previously placed by the parties involved in the transaction Sent back if the release number was sent on the BEG segment of the purchase order.	O AN 1/30
	BAK08	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier This is 3M's reference number for the customer purchase order.	O AN 1/30
	BAK09	373	Date Date expressed as CCYYMMDD	O DT 8/8

Segment: **N1** Name
Position: 300
Loop: N1 Optional
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: N1*BT*Bill To Name*1*543678~

Data Element Summary

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>		
M	N101	98 Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual BS Bill and Ship To BT Bill-to-Party ST Ship To	M ID 2/3
	N102	93 Name Free-form name	X AN 1/60
	N103	66 Identification Code Qualifier Code designating the system/method of code structure used for Identification Code (67) 1 D-U-N-S Number, Dun & Bradstreet 9 D-U-N-S+4, D-U-N-S Number with Four Character Suffix 91 Assigned by Seller or Seller's Agent 92 Assigned by Buyer or Buyer's Agent ZZ Mutually Defined	X ID 1/2
	N104	67 Identification Code Code identifying a party or other code	X AN 2/80

Segment: N2 Additional Name Information
Position: 310
Loop: N1 Optional
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: N2*Additional Name 1*Additional Name2~

Data Element Summary

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

Segment: N3 Address Information
Position: 320
Loop: N1 Optional
Level: Heading
Usage: Optional
Max Use: 2
Purpose: To specify the location of the named party
Syntax Notes:
Semantic Notes:
Comments:
Notes: N3*Address 1*Address 2~

Data Element Summary

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

Segment: **N4 Geographic Location**
Position: 330
Loop: N1 Optional
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To specify the geographic place of the named party
Syntax Notes: 1 If N406 is present, then N405 is required.
Semantic Notes:
Comments: 1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.
2 N402 is required only if city name (N401) is in the U.S. or Canada.
Notes: N4*City*MN*11111*US~

Data Element Summary

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

Segment: **PO1** **Baseline Item Data**

Position: 010

Loop: PO1 Optional

Level: Detail

Usage: Optional

Max Use: 1

Purpose: To specify basic and most frequently used line item data

Syntax Notes:

- 1 If PO103 is present, then PO102 is required.
- 2 If PO105 is present, then PO104 is required.
- 3 If either PO106 or PO107 is present, then the other is required.
- 4 If either PO108 or PO109 is present, then the other is required.
- 5 If either PO110 or PO111 is present, then the other is required.
- 6 If either PO112 or PO113 is present, then the other is required.
- 7 If either PO114 or PO115 is present, then the other is required.
- 8 If either PO116 or PO117 is present, then the other is required.
- 9 If either PO118 or PO119 is present, then the other is required.
- 10 If either PO120 or PO121 is present, then the other is required.
- 11 If either PO122 or PO123 is present, then the other is required.
- 12 If either PO124 or PO125 is present, then the other is required.

Semantic Notes:

Comments:

- 1 See the Data Element Dictionary for a complete list of IDs.
- 2 PO101 is the line item identification.
- 3 PO106 through PO125 provide for ten different product/service IDs per each item.
For example: Case, Color, Drawing No., U.P.C. No., ISBN No., Model No., or SKU.

Notes: PO1*1*60*RL*5.5459*PE*VN*5566778899*BP*997755335~

Data Element Summary

<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
PO101	350	Assigned Identification Alphanumeric characters assigned for differentiation within a transaction set This is the PO Line number as sent on the Purchase Order. If not sent on the Purchase Order, then this will be the line number assigned by 3M.	O AN 1/20
PO102	330	Quantity Ordered Quantity ordered This is the original line item quantity as sent on the purchase order.	X R 1/15
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 This is the original unit of measure as sent on the purchase order. Refer to 004010 Data Element Dictionary for acceptable code values.	O ID 2/2
PO104	212	Unit Price Price per unit of product, service, commodity, etc. Price is sent if the item has been priced out on the 3M order. The price is based on the 3M unit of measure.	X R 1/17
PO105	639	Basis of Unit Price Code Code identifying the type of unit price for an item Refer to 004010 Data Element Dictionary for acceptable code values.	O ID 2/2
PO106	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) This will be the item qualifier sent in the corresponding item qualifier in the purchase order. Refer to 004010 Data Element Dictionary for acceptable code values.	X ID 2/2
PO107	234	Product/Service ID Identifying number for a product or service	X AN 1/48

			This will be the item code sent in the corresponding item code in the purchase order.
PO108	235	Product/Service ID Qualifier	X ID 2/2
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)
			This will be the item qualifier sent in the corresponding item qualifier in the purchase order.
			Refer to 004010 Data Element Dictionary for acceptable code values.
PO109	234	Product/Service ID	X AN 1/48
			Identifying number for a product or service
			This will be the item code sent in the corresponding item code in the purchase order.
PO110	235	Product/Service ID Qualifier	X ID 2/2
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)
			This will be the item qualifier sent in the corresponding item qualifier in the purchase order.
			Refer to 004010 Data Element Dictionary for acceptable code values.
PO111	234	Product/Service ID	X AN 1/48
			Identifying number for a product or service
			This will be the item code sent in the corresponding item code in the purchase order.
PO112	235	Product/Service ID Qualifier	X ID 2/2
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)
			This will be the item qualifier sent in the corresponding item qualifier in the purchase order.
			Refer to 004010 Data Element Dictionary for acceptable code values.
PO113	234	Product/Service ID	X AN 1/48
			Identifying number for a product or service
			This will be the item code sent in the corresponding item code in the purchase order.
PO114	235	Product/Service ID Qualifier	X ID 2/2
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)
			This will be the item qualifier sent in the corresponding item qualifier in the purchase order.
			Refer to 004010 Data Element Dictionary for acceptable code values.
PO115	234	Product/Service ID	X AN 1/48
			Identifying number for a product or service
			This will be the item code sent in the corresponding item code in the purchase order.
PO116	235	Product/Service ID Qualifier	X ID 2/2
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)
			This will be the item qualifier sent in the corresponding item qualifier in the purchase order.
			Refer to 004010 Data Element Dictionary for acceptable code values.
PO117	234	Product/Service ID	X AN 1/48
			Identifying number for a product or service
			This will be the item code sent in the corresponding item code in the purchase order.
PO118	235	Product/Service ID Qualifier	X ID 2/2
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)
			This will be the item qualifier sent in the corresponding item qualifier in the purchase order.

		Refer to 004010 Data Element Dictionary for acceptable code values.	
PO119	234	Product/Service ID	X AN 1/48
		Identifying number for a product or service	
		This will be the item code sent in the corresponding item code in the purchase order.	
PO120	235	Product/Service ID Qualifier	X ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		This will be the item qualifier sent in the corresponding item qualifier in the purchase order.	
		Refer to 004010 Data Element Dictionary for acceptable code values.	
PO121	234	Product/Service ID	X AN 1/48
		Identifying number for a product or service	
		This will be the item code sent in the corresponding item code in the purchase order.	
PO122	235	Product/Service ID Qualifier	X ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		This will be the item qualifier sent in the corresponding item qualifier in the purchase order.	
		Refer to 004010 Data Element Dictionary for acceptable code values.	
PO123	234	Product/Service ID	X AN 1/48
		Identifying number for a product or service	
		This will be the item code sent in the corresponding item code in the purchase order.	

Segment: **CTP Pricing Information**
Position: 040
Loop: PO1 Optional
Level: Detail
Usage: Optional
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: CTP**CHG*5.446~

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
CTP02	236	Price Identifier Code Code identifying pricing specification CHG Changed Price	X ID 3/3
CTP03	212	Unit Price Price per unit of product, service, commodity, etc. This is the new price.	X R 1/17

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: PID*F****3M Product Description~

Data Element Summary

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</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	
		This is 3M's product description.	

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: ACK*IA*60*RL*067*20190305**VO*4006436482~

Data Element Summary

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>M</u> <u>ID</u> <u>2/2</u>
M	ACK01	668 Line Item Status Code	
		Code specifying the action taken by the seller on a line item requested by the buyer	
		DR	Item Accepted - Date Rescheduled A date reschedule from what was originally requested on the purchase order, or from what was previously acknowledged, has occurred. The new date is sent in ACK05.
		IA	Item Accepted This item has been accepted and is not on backorder. However, it is in a 3M status prior to being allocated. It will soon be allocated and start the process of being shipped.
		IB	Item Backordered This item is on backorder.
		IC	Item Accepted - Changes Made This item has been accepted and is not on backorder. This code is returned in the following cases: - the product has been changed from what was originally ordered (e.g. item substitution, customer-requested item change) - multiple changes have occurred on this line item (e.g. quantity change and date reschedule)
		ID	Item Deleted This item has been deleted from the order for some reason, primarily customer request.
		IQ	Item Accepted - Quantity Changed The quantity originally ordered has been changed. This

includes: customer requested changes or quantity changes due to specific packaging requirements.

ACK02	380	Quantity	X R 1/15
		Numeric value of quantity	
		The default is the quantity set up on the 3M order in 3M's unit of measure. This may differ from the order quantity in PO102. If your unit of measure differs from 3M's and you require quantity returned in your unit, please discuss with your 3M contact.	
ACK03	355	Unit or Basis for Measurement Code	X ID 2/2
		Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	
		The default is 3M's unit of measure. If your unit of measure differs from 3M's and you require quantity returned in your unit, please discuss with your 3M contact.	
		Refer to 004010 Data Element Dictionary for acceptable code values.	
ACK04	374	Date/Time Qualifier	O ID 3/3
		Code specifying type of date or time, or both date and time	
		002 Delivery Requested	
		010 Requested Ship	
		017 Estimated Delivery	
		067 Current Schedule Delivery	
		069 Promised for Delivery	
		079 Promised for Shipment	
ACK05	373	Date	X DT 8/8
		Date expressed as CCYYMMDD	
ACK07	235	Product/Service ID Qualifier	X ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		VO Vendor's Order Number	
		3M Internal Order Number	
ACK08	234	Product/Service ID	X AN 1/48
		Identifying number for a product or service	

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: CTT*5~

Data Element Summary

Ref.	Data Element	Name	Attributes
M	CTT01	354 Number of Line Items	M N0 1/6
		Total number of line items in the transaction set	
		Total number of PO1 segments.	
	CTT02	347 Hash Total	O R 1/10
		Sum of values of the specified data element. All values in the data element will be summed without regard to decimal points (explicit or implicit) or signs. Truncation will occur on the left most digits if the sum is greater than the maximum size of the hash total of the data element.	

Example:

- .0018 First occurrence of value being hashed.
- .18 Second occurrence of value being hashed.
- 1.8 Third occurrence of value being hashed.
- 18.01 Fourth occurrence of value being hashed.
-
- 1855 Hash total prior to truncation.
- 855 Hash total after truncation to three-digit field.

Segment: **SE** Transaction Set Trailer
Position: 030
Loop:
Level: Summary
Usage: Mandatory
Max Use: 1
Purpose: To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments)

Syntax Notes:

Semantic Notes:

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

Data Element Summary

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