



# **855 Purchase Order Acknowledgment**

**X12/V4010/855 : 855 Purchase Order Acknowledgment**

**Status: Final**

<b>Company:</b>	<b>CDW</b>
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# 855 Purchase Order Acknowledgment

Functional Group=PR

**Purpose:** 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</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
010	ST	Transaction Set Header	M	1			Must use
020	BAK	Beginning Segment for Purchase Order Acknowledgment	M	1			Must use
<b>LOOP ID - N1</b>					<b>200</b>		
300	N1	Name	O	1			Used
310	N2	Additional Name Information	O	2			Used
320	N3	Address Information	O	2			Used
330	N4	Geographic Location	O	1			Used

## Detail:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
<b>LOOP ID - PO1</b>					<b>100000</b>	<b>N2/010L</b>	
010	PO1	Baseline Item Data	O	1		N2/010	Must use
<b>LOOP ID - PID</b>					<b>1000</b>		
050	PID	Product/Item Description	O	1			Used
100	REF	Reference Identification	O	>1			Used
<b>LOOP ID - ACK</b>					<b>104</b>		
270	ACK	Line Item Acknowledgment	O	1			Must use
280	DTM	Date/Time Reference	O	1			Dependent

## Summary:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
<b>LOOP ID - CTT</b>					<b>1</b>	<b>N3/010L</b>	
010	CTT	Transaction Totals	O	1		N3/010	Used
030	SE	Transaction Set Trailer	M	1			Must use

## PURPOSE:

caf fdew

# ST Transaction Set Header

Pos: 010	Max: 1
Heading - Mandatory	
Loop: N/A	Elements: 2

**User Option (Usage):** Must use

**Purpose:** To indicate the start of a transaction set and to assign a control number

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
ST01	143	Transaction Set Identifier Code	M	ID	3/3	Must use
<b>Description:</b> Code uniquely identifying a Transaction Set						
<b>Code Name</b>						
855 Purchase Order Acknowledgment						
ST02	329	Transaction Set Control Number	M	AN	4/9	Must use
<b>Description:</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set						

## EXAMPLES:

ST\*855\*0001~

# BAK Beginning Segment for Purchase Order Acknowledgment

Pos: 020 Max: 1  
 Heading - Mandatory  
 Loop: N/A Elements: 4

**User Option (Usage):** Must use

**Purpose:** To indicate the beginning of the Purchase Order Acknowledgment Transaction Set and transmit identifying numbers and dates

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BAK01	353	Transaction Set Purpose Code	M	ID	2/2	Must use

**Description:** Code identifying purpose of transaction set

Code	Name
00	Original

BAK02	587	Acknowledgment Type	M	ID	2/2	Must use
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**Description:** Code specifying the type of acknowledgment

**User Note 1:** AT indicates the order was accepted without errors and will be shipped. Only use if all Line Items are confirmed.

**User Note 2:** AC indicates the order was accepted with changes and will be shipped. Only use when more than one, but less than all Line Items are acknowledged.

**User Note 3:** RD indicates all lines on the order had an error and the order will not ship. Only use when all Line Items are rejected.

Code	Name
AC	Acknowledge - With Detail and Change
AT	Accepted
RD	Reject with Detail

BAK03	324	Purchase Order Number	M	AN	1/22	Must use
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**Description:** Identifying number for Purchase Order assigned by the orderer/purchaser

BAK04	373	Date	M	DT	8/8	Must use
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**Description:** Date expressed as CCYYMMDD

## EXAMPLES:

BAK\*00\*AT\*PPPQ4326\*20160616~  
 BAK\*00\*AC\*PPPQ4326\*20160616~  
 BAK\*00\*RD\*PPPQ4326\*20160616~

# N1 Name

<b>Pos: 300</b>	<b>Max: 1</b>
<b>Heading - Optional</b>	
<b>Loop: N1</b>	<b>Elements: 4</b>

**User Option (Usage):** Used

**Purpose:** To identify a party by type of organization, name, and code

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N101	98	<b>Entity Identifier Code</b>	M	ID	2/3	Must use
		<b>Description:</b> Code identifying an organizational entity, a physical location, property or an individual				
		<b><u>Code</u> <u>Name</u></b>				
		BT Bill-to-Party				
		ST Ship To				
N102	93	<b>Name</b>	X	AN	1/60	Used
		<b>Description:</b> Free-form name				
N103	66	<b>Identification Code Qualifier</b>	X	ID	1/2	Used
		<b>Description:</b> Code designating the system/method of code structure used for Identification Code (67)				
		<b><u>Code</u> <u>Name</u></b>				
		1 D-U-N-S Number, Dun & Bradstreet				
		12 Telephone Number (Phone)				
		91 Assigned by Seller or Seller's Agent				
		92 Assigned by Buyer or Buyer's Agent				
N104	67	<b>Identification Code</b>	X	AN	2/80	Used
		<b>Description:</b> Code identifying a party or other code				

## EXAMPLES:

N1\*ST\*CDW\*1\*123456789~

N2

Additional Name Information

Pos: 310

Max: 2

Heading - Optional

Loop: N1

Elements: 2

User Option (Usage): Used  
Purpose: To specify additional names or those longer than 35 characters in length

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N201	93	Name	M	AN	1/60	Must use
		Description: Free-form name				
N202	93	Name	O	AN	1/60	Used
		Description: Free-form name				

EXAMPLES:  
N2\*JANE DOE~

# N3 Address Information

Pos: 320	Max: 2
Heading - Optional	
Loop: N1	Elements: 2

User Option (Usage): Used  
Purpose: To specify the location of the named party

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N301	166	Address Information	M	AN	1/55	Must use
		Description: Address information				
N302	166	Address Information	O	AN	1/55	Used
		Description: Address information				

EXAMPLES:

N3\*200 N MILWAUKEE AVE~



# N4 Geographic Location

<b>Pos: 330</b>	<b>Max: 1</b>
<b>Heading - Optional</b>	
<b>Loop: N1</b>	<b>Elements: 4</b>

**User Option (Usage):** Used

**Purpose:** To specify the geographic place of the named party

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N401	19	<b>City Name</b>	O	AN	2/30	Used
		<b>Description:</b> Free-form text for city name				
N402	156	<b>State or Province Code</b>	O	ID	2/2	Used
		<b>Description:</b> Code (Standard State/Province) as defined by appropriate government agency				
N403	116	<b>Postal Code</b>	O	ID	3/15	Used
		<b>Description:</b> Code defining international postal zone code excluding punctuation and blanks (zip code for United States)				
N404	26	<b>Country Code</b>	O	ID	2/3	Used
		<b>Description:</b> Code identifying the country				

## EXAMPLES:

N4\*VERNON HILLS\*IL\*60061\*US~

# PO1 Baseline Item Data

<b>Pos: 010</b>	<b>Max: 1</b>
<b>Detail - Optional</b>	
<b>Loop: PO1</b>	<b>Elements: 12</b>

**User Option (Usage):** Must use

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

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
PO101	350	<b>Assigned Identification</b>	O	AN	1/20	Used
<b>Description:</b> Alphanumeric characters assigned for differentiation within a transaction set						
<b>User Note 1:</b> Should match PO Line number provided by CDW on the 850						
PO102	330	<b>Quantity Ordered</b>	X	R	1/15	Must use
<b>Description:</b> Quantity ordered						
PO103	355	<b>Unit or Basis for Measurement Code</b>	O	ID	2/2	Used
<b>Description:</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken						
<b>Code Name</b>						
EA Each						
PO104	212	<b>Unit Price</b>	X	R	1/17	Must use
<b>Description:</b> Price per unit of product, service, commodity, etc.						
PO106	235	<b>Product/Service ID Qualifier</b>	X	ID	2/2	Must use
<b>Description:</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234)						
<b>Code Name</b>						
BP Buyer's Part Number						
PO107	234	<b>Product/Service ID</b>	X	AN	1/48	Must use
<b>Description:</b> Identifying number for a product or service						
PO108	235	<b>Product/Service ID Qualifier</b>	X	ID	2/2	Must use
<b>Description:</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234)						
<b>Code Name</b>						
MG Manufacturer's Part Number						
PO109	234	<b>Product/Service ID</b>	X	AN	1/48	Must use
<b>Description:</b> Identifying number for a product or service						
PO110	235	<b>Product/Service ID Qualifier</b>	X	ID	2/2	Used
<b>Description:</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234)						
<b>Code Name</b>						
VP Vendor's (Seller's) Part Number						

PO111	234	<b>Product/Service ID</b>	X	AN	1/48	Used
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**Description:** Identifying number for a product or service

PO112	235	<b>Product/Service ID Qualifier</b>	X	ID	2/2	Used
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**Description:** Code identifying the type/source of the descriptive number used in Product/Service ID (234)

**Code Name**

UP U.P.C. Consumer Package Code (1-5-5-1)

PO113	234	<b>Product/Service ID</b>	X	AN	1/48	Used
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**Description:** Identifying number for a product or service

### EXAMPLES:

*PO1\*1\*2\*EA\*36.44\*\*BP\*CDW1234\*MG\*MFG1234\*VP\*VND1234\*UP\*123456789012~*

PID

Product/Item Description

Pos: 050

Max: 1

Detail - Optional

Loop: PID

Elements: 2

User Option (Usage): Used  
Purpose: To describe a product or process in coded or free-form format

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PID01	349	Item Description Type	M	ID	1/1	Must use
		Description: Code indicating the format of a description				
		<u>Code</u> <u>Name</u>				
		F Free-form				
PID05	352	Description	X	AN	1/80	Used
		Description: A free-form description to clarify the related data elements and their content				

# REF Reference Identification

Pos: 100	Max: >1
Detail - Optional	
Loop: PO1	Elements: 3

**User Option (Usage):** Used

**Purpose:** To specify identifying information

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
REF01	128	Reference Identification Qualifier	M	ID	2/3	Must use

**Description:** Code qualifying the Reference Identification

**User Note 1:** Vendor's assigned Order number for CDW's Purchase Order

### Code Name

VN Vendor Order Number

POL Policy Number

REF02	127	Reference Identification	X	AN	1/30	Used
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**Description:** Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier

REF03	352	Description	X	AN	1/80	Used
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**Description:** A free-form description to clarify the related data elements and their content

**User Note 1:** Used to identify hardware serial tied to the warranty/licence policy

## EXAMPLES:

REF\*VN\*SO12345~

REF\*POL\*2767860\*5CD6106VC5~

# ACK Line Item Acknowledgment

Pos: 270	Max: 1
Detail - Optional	
Loop: ACK	Elements: 5

**User Option (Usage):** Must use

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

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ACK01	668	Line Item Status Code	M	ID	2/2	Must use

**Description:** Code specifying the action taken by the seller on a line item requested by the buyer

**User Note 1:** Use code PO Line status code IA in conjunction with Header Acknowledgment type AT

**User Note 2:** Use code PO Line status codes BP, DR, IB, IE, IF, IH, IP, IQ and SP in conjunction with Header Acknowledgment type AC

**User Note 3:** Use code PO Line status codes IR and R2 in conjunction with Header Acknowledgment type RD

### Code Name

BP	Item Accepted - Partial Shipment, Balance Backordered
DR	Item Accepted - Date Rescheduled
IA	Item Accepted
IB	Item Backordered
IE	Item Accepted, Price Pending
IF	Item on Hold, Incomplete Description
IH	Item on Hold
IP	Item Accepted - Price Changed
IQ	Item Accepted - Quantity Changed
IR	Item Rejected
R2	Item Rejected, Invalid Item Product Number
SP	Item Accepted - Schedule Date Pending

ACK02	380	Quantity	X	R	1/15	Must use
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**Description:** Numeric value of quantity

ACK03	355	Unit or Basis for Measurement Code	X	ID	2/2	Used
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**Description:** Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken

### Code Name

EA	Each
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ACK07	235	Product/Service ID Qualifier	X	ID	2/2	Used
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**Description:** Code identifying the type/source of the descriptive number used in Product/Service ID (234)

**User Note 1:** Rejection Reason Code

**User Note 2:** Required for all rejected PO Lines

### Code Name

<b><u>Code</u></b>	<b><u>Name</u></b>
AE	Incorrect Authorization Number for End User
AP	Incorrect Authorization Number for Program/Product Pool
AR	Does Not Meet Minimum Order Requirements/Authorization Number Required
BP	Incorrect Part Number
CX	Order Cancelled by Reseller
DI	Item Discontinued
DP	Discontinued Part Number
EA	Expired Authorization Number
EM	Entered Manually
EU	Missing End User Contact Name
EX	Export Error
IA	Incomplete Ship To/End User Address
MP	Manually Processed
MV	Mixed Vendors
MX	Mixed Levels/Product Pools or Programs
PD	Pricing Discrepancy
Q3	Does Not Meet Minimum Order Requirements
Q4	Mixed MOLP and FFP
RI	Not Authorized to Purchase Item

ACK08	234	Product/Service ID	X	AN	1/48	Used
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**Description:** Identifying number for a product or service

**User Note 1:** *Rejection Reason*

### EXAMPLES:

ACK\*IA\*2\*EA~

ACK\*IB\*2\*EA~

ACK\*IR\*2\*EA\*\*\*\*BP\*BAD PART NUMBER~

# DTM Date/Time Reference

Pos: 280	Max: 1
Detail - Optional	
Loop: ACK	Elements: 2

**User Option (Usage):** Dependent

**Purpose:** To specify pertinent dates and times

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
DTM01	374	Date/Time Qualifier	M	ID	3/3	Must use

**Description:** Code specifying type of date or time, or both date and time

**Code Name**

017 Estimated Delivery

067 Current Schedule Delivery

DTM02	373	Date	X	DT	8/8	Used
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**Description:** Date expressed as CCYYMMDD

## EXAMPLES:

*DTM\*017\*20160620~*

## USAGE:

*Required when partner cannot transmit an 870*



# CTT Transaction Totals

Pos: 010	Max: 1
Summary - Optional	
Loop: CTT	Elements: 1

**User Option (Usage):** Used

**Purpose:** To transmit a hash total for a specific element in the transaction set

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
CTT01	354	Number of Line Items	M	N0	1/6	Must use

**Description:** Total number of line items in the transaction set

## EXAMPLES:

CTT\*1~

# SE Transaction Set Trailer

Pos: 030	Max: 1
Summary - Mandatory	
Loop: N/A	Elements: 2

**User Option (Usage):** Must use

**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)

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
SE01	96	Number of Included Segments	M	N0	1/10	Must use
<b>Description:</b> Total number of segments included in a transaction set including ST and SE segments						
SE02	329	Transaction Set Control Number	M	AN	4/9	Must use
<b>Description:</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set						

## EXAMPLES:

SE\*13\*0001~