



850 Purchase Order

Functional Group ID=**PO**

Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Purchase Order Transaction Set (850) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to provide for customary and established business and industry practice relative to the placement of purchase orders for goods and services. This transaction set should not be used to convey purchase order changes or purchase order acknowledgment information. **Label Requirements: Note - All Drop Ship orders must include the Customer PO Number (correlating to REF|CO – Pg 7) on the Packing Slip.**

Notes:

Supplier Outbound Regular or Drop Ship Purchase Order

Heading:

<u>Page No.</u>	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Base Guide</u>	<u>User Status</u>	<u>Max.Use</u>	<u>Loop Repeat</u>
3	010	ST	Transaction Set Header	M	M	1	
4	020	BEG	Beginning Segment for Purchase Order	M	M	1	
5	050	REF	Reference Identification	C		>1	
6	050	REF	Reference Identification	C		>1	
7	050	REF	Reference Identification	C		>1	
8	120	ITD	Terms of Sales/Deferred Terms of Sale	M	M	>1	
9	150	DTM	Delivery Date	O		10	
LOOP ID - N1							20 0
10	300	N1	ABC Division Name	M	M	1	
11	348	N1	Vendor Name	M	M	1	
12	349	N1	Ship-To Name	C		1	
13	355	N3	Ship-To Address Information	O		1	
14	358	N4	Ship-To Geographic Location	O		1	
15	050	REF	Reference Identification	C		1	
16	050	REF	Reference Identification	C		1	
17	360	PER	Administrative Communications Contact	C		>1	

Detail:

<u>Page No.</u>	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Base Guide</u>	<u>User Status</u>	<u>Max.Use</u>	<u>Loop Repeat</u>
LOOP ID - PO1							100000
18	010	PO1	Baseline Item Data	M	M	1	
LOOP ID - PID							1000
19	050	PID	Product/Item Description	O		1	
20	050	PID	Product/Item Description	O		1	
21	289	MSG	Message Text	O		>1	
22	289	MSG	Message Text	O		>1	

Summary:

<u>Page No.</u>	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Base Guide</u>	<u>User Status</u>	<u>Max.Use</u>	<u>Loop Repeat</u>
			LOOP ID - CTT				1
22	010	CTT	Transaction Totals	M	M	1	
23	030	SE	Transaction Set Trailer	M	M	1	

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
Notes: Example: ST|850|008123456~

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Base Attributes</u>	<u>User Attributes</u>
ST01	143	Transaction Set Identifier Code Code uniquely identifying a Transaction Set 850 Purchase Order	M ID 3/3	M
ST02	329	Transaction Set Control Number Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set This will be the same PO Number that is being sent in the BEG03 Segment on the Purchase Order.	M AN 4/9	M

Segment: **BEG** Beginning Segment for Purchase Order
Position: 020
Loop:
Level: Heading
Usage: Mandatory
Max Use: 1
Purpose: To indicate the beginning of the Purchase Order Transaction Set and transmit identifying numbers and dates
Notes: Example: BEG|00|NE|008123456|20120221~

Data Element Summary

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

Segment: **REF** Reference Identification
Position: 050
Loop:
Level: Heading
Usage: Conditional
Max Use: >1
Purpose: To specify identifying information
Notes: Example: REF|RQ|SUPPLIER-12345~

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Base Attributes</u>	<u>User Attributes</u>
REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification RQ Purchase Requisition Number	M ID 2/3	M
REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	C AN 1/30	

Segment: **REF** Reference Identification
Position: 050
Loop:
Level: Heading
Usage: Conditional
Max Use: >1
Purpose: To specify identifying information
Notes: Example: REF|0B|CP9300213~

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Base Attributes</u>	<u>User Attributes</u>
REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification 0B State License Number	M ID 2/3	M
REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	C AN 1/30	

Segment: **REF** Reference Identification
Position: 050
Loop:
Level: Heading
Usage: Conditional
Max Use: >1
Purpose: To specify identifying information
Notes: Example: REF|CO|CUSTORDER1234~

Label Requirements: Note - All Drop Ship orders must include the Customer PO Number (correlating to REF|CO – Pg 7) on the Packing Slip.

Data Element Summary				
<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Base Attributes</u>	<u>User Attributes</u>
REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification CO Customer Order Number	M ID 2/3	M
REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	C AN 1/30	

Segment: **ITD** Terms of Sale/Deferred Terms of Sale
Position: 120
Loop:
Level: Heading
Usage: Mandatory
Max Use: >1
Purpose: To specify terms of sale
Syntax Notes: 1 If ITD03 is present, then ITD05 and ITD07 are required.
Comments: 1 If the code in ITD01 is "05", then ITD07 is required.

Notes: When terms in ITD12 does not contain discount (0% or Net only), then only ITD07 should be populated i.e. 0% 14 days or Net 14 days.
 When terms in ITD12 contain discount and net terms, then ITD03, 05 & 07 should be populated i.e. 2% 10 days Net 14.
 Example:
 Without Discount: ITD|05|3||||14||||NET 14~
 With Discount: ITD|01|3|2||10||14~

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Base Attributes</u>	<u>User Attributes</u>
ITD01	336	Terms Type Code Code identifying type of payment terms 01 Basic 05 Discount Not Applicable	M ID 2/2	M
ITD02	333	Terms Basis Date Code Code identifying the beginning of the terms period 3 Invoice Date	M ID 1/2	M
ITD03	338	Terms Discount Percent Terms discount percentage, expressed as a percent, available to the purchaser if an invoice is paid on or before the Terms Discount Due Date	O R 1/6	O
ITD05	351	Terms Discount Days Due Number of days in the terms discount period by which payment is due if terms discount is earned	X N0 1/3	X
ITD07	386	Terms Net Days Number of days until total invoice amount is due (discount not applicable)	O N0 1/3	O
ITD12	352	Description A free-form description to clarify the related data elements and their content	O AN 1/80	O

Segment: **DTM** Delivery Date
Position: 150
Loop:
Level: Heading
Usage: Optional
Max Use: 10
Purpose: To specify pertinent dates and times
Notes: Example: DTM|002|20120303~

Data Element Summary

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

Segment: **N1** ABC Division 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
Notes: Example: N1|BT|ABC DC Sacramento|11|RA0310603~

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Base Attributes</u>	<u>User Attributes</u>
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	M ID 2/3	M
N102	93	ABC Division Name Free-form name	C 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 11 Drug Enforcement Administration (DEA) 21 Health Industry Number (HIN) UL GLN/UCC/EAN Location Code	C ID 1/2	
N104	67	ABC Division Identifier Code identifying a party or other code	C AN 2/80	

Segment: **N1** Vendor Name
Position: 348
Loop: N1 Mandatory
Level: Heading
Usage: Mandatory
Max Use: 1
Purpose: To identify a party by type of organization, name, and code
Notes: Example: N1|SU|MY PHARMACEUTICALS, INC|21|041GT4100~

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Base Attributes</u>	<u>User Attributes</u>
N101	98	Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual SU Supplier/Manufacturer	M ID 2/3	M
N102	93	Vendor Name Free-form name	O 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 11 Drug Enforcement Administration (DEA) 21 Health Industry Number (HIN) 91 Unique ID UL GLN/UCC/EAN Location Code	M ID 1/2	M
N104	67	Vendor Identification Code Code identifying a party or other code	M AN 2/80	M

Segment: **N1 Ship-To Name**
Position: 349
Loop: N1 Mandatory
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To identify a party by type of organization, name, and code
Notes: Example: N1|ST|CUSTOMER FIRST STREET PHARMACY|91|010004444~

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Base Attributes</u>	<u>User Attributes</u>
N101	98	Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual ST Ship To	M ID 2/3	M
N102	93	Ship-To Name Free-form name	O 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 11 Drug Enforcement Administration (DEA) 21 Health Industry Number (HIN) 91 Unique ID UL GLN/UCC/EAN Location Code	C ID 1/2	
N104	67	Ship-To Identification Code Code identifying a party or other code	C AN 2/80	

Segment: **N3 Ship-To Address Information**
Position: 355
Loop: N1 Mandatory
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To specify the location of the named party
Notes: Example: N3|1234 EAST FIRST STREET|SUITE 256~

Data Element Summary

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

Segment: **N4 Ship-To Geographic Location**
Position: 358
Loop: N1 Mandatory
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To specify the geographic place of the named party
Notes: Example: N4|LOS ANGELES|CA|90063~

Data Element Summary

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

Segment: **REF** Reference Identification
Position: 050
Loop:
Level: Heading
Usage: Conditional
Max Use: >1
Purpose: To specify identifying information
Notes: Example: REF|LU|CUSTOMERGLN1234~

Note: This segment will be populated only for Dropship orders and customer has GLN information. This customer GLN must be returned in the Dropship EPCIS files.

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Base Attributes</u>	<u>User Attributes</u>
REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification LU Customer GLN	M ID 2/2	M
REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	C ID 13/13	C

Segment: **REF** Reference Identification
Position: 050
Loop:
Level: Heading
Usage: Conditional
Max Use: >1
Purpose: To specify identifying information
Notes: Example: REF|DH|DEANUMBER1234~

Note: This segment will be populated only for Dropship orders.

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Base Attributes</u>	<u>User Attributes</u>
REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification DH Drug Enforcement Administration Number	M ID 2/2	M
REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	C AN 9/9	C

Segment: **PER** Administrative Communications Contact
Position: 360
Loop: N1 Mandatory
Level: Heading
Usage: Conditional
Max Use: >1
Purpose: To identify a person or office to whom administrative communications should be directed
Notes: Example: PER|IC|Matt Baker|EM|dummy@firststreetpharma.com|TE|800-562-2526~

Data Element Summary

<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Base</u> <u>Attributes</u>	<u>User</u> <u>Attributes</u>
PER01	366	Contact Function Code Code identifying the major duty or responsibility of the person or group named IC Information Contact	M ID 2/2	M
PER02	93	Name Free-form name	O AN 1/60	
PER03	365	Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail	C ID 2/2	
PER04	364	Communication Number Complete communications number including country or area code when applicable	C AN 1/80	
PER05	365	Communication Number Qualifier Code identifying the type of communication number TE Telephone	C ID 2/2	
PER06	364	Communication Number Complete communications number including country or area code when applicable	C AN 1/80	

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
Notes: Example: PO1|1|24|EA|60||ND|4726195022~

Data Element Summary

<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Base</u> <u>Attributes</u>	<u>User</u> <u>Attributes</u>
PO101	350	Assigned Identification Alphanumeric characters assigned for differentiation within a transaction set	O AN 1/20	
PO102	330	Quantity Ordered Quantity ordered	M R 1/15	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 CA Case DE Deal DZ Dozen EA Each PK Package	M ID 2/2	M
PO104	212	Unit Price Price per unit of product, service, commodity, etc. Net Invoice Cost	M R 1/17	M
PO106	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) N4 National Drug Code in 5-4-2 Format ND National Drug Code (NDC) NH National Health Related Item Code UI U.P.C. Consumer Package Code (1-5-5) UA U.P.C./EAN Case Code (2-5-5) UK U.P.C./EAN Shipping Container Code (1-2-5-5-1) UP U.P.C. Consumer Package Code (1-5-5-1) UN U.P.C. Case Code Number (1-1-5-5) VC Vendor's (Seller's) Catalog Number	M ID 2/2	
PO107	234	Product/Service ID Identifying number for a product or service	C AN 1/48	

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
Notes: Example: PID|X|||ASPERIN MG 50 100~

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Base Attributes</u>	<u>User Attributes</u>
PID01	349	Item Description Type Code indicating the format of a description X Semi-structured (Code and Text)	M ID 1/1	M
PID05	352	Description A free-form description to clarify the related data elements and their content	O AN 1/80	

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
Notes: Example: PID|S|DF|DR|TAB~

Data Element Summary

<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Base</u> <u>Attributes</u>	<u>User</u> <u>Attributes</u>
PID01	349	Item Description Type Code indicating the format of a description S Structured (From Industry Code List)	M ID 1/1	M
PID02	750	Product/Process Characteristic Code Code identifying the general class of a product or process characteristic DF Dosage Form A description of the product's physical form, such as caplet, tablet, or capsule	O ID 2/3	
PID03	559	Agency Qualifier Code Code identifying the agency assigning the code values DR National Wholesale Druggists Association	O ID 2/2	
PID04	751	Product Description Code A code from an industry code list which provides specific data about a product characteristic	O AN 1/12	
PID05	352	Description A free-form description to clarify the related data elements and their content	O AN 1/80	

Segment: **MSG** Message Text
Position: 289
Loop: PO1 Mandatory
Level: Detail
Usage: Optional
Max Use: >1
Purpose: To provide a free-form format that allows the transmission of text information
Notes: Example: MSG|Line item text Dropship~

Data Element Summary

<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Base</u> <u>Attributes</u>	<u>User</u> <u>Attributes</u>
MSG01	933	Free-Form Message Text Free-form message text	O AN 1/264	

Segment: **MSG** Message Text
Position: 289
Loop: PO1 Mandatory
Level: Detail
Usage: Optional
Max Use: >1
Purpose: To provide a free-form format that allows the transmission of text information
Notes: Example: MSG|Test Shipping Instructions:~

Data Element Summary

<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Base</u> <u>Attributes</u>	<u>User</u> <u>Attributes</u>
MSG01	933	Free-Form Message Text Free-form message text	M AN 1/264	M

Segment: **CTT** Transaction Totals
Position: 010
Loop: CTT Mandatory
Level: Summary
Usage: Mandatory
Max Use: 1
Purpose: To transmit a hash total for a specific element in the transaction set
Notes: Example: CTT|1~

Data Element Summary

<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Base</u>	<u>User</u>
<u>Des.</u>	<u>Element</u>		<u>Attributes</u>	<u>Attributes</u>
CTT01	354	Number of Line Items	M N0 1/6	M
		Total number of line items in the transaction set		
		Total number of PO1 segments in the transaction.		

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)
Notes: Example: SE|19|008123456~

Data Element Summary

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Base Attributes</u>	<u>User Attributes</u>
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 This will be the same as the 'ST02'	M AN 4/9	M

SAMPLE DATA
850 REGULAR PURCHASE ORDER

ST|850|008123456~
BEG|00|NE|008123456| |20120221
ITD|01|3|2||10||14~
DTM|002|20120303~
N1|BS|ABC DC Sacramento|11|RA0310603~
N1|SU|MY PHARMACEUTICALS, INC|21|041GT4100~
PO1|1|24|EA|60||ND|4726195022~
PID|X|||ASPERIN MG 50 100~
PID|S|DF|DR|TAB~
CTT|1~
SE|10|008123456~

SAMPLE DATA
850 DROP SHIP PURCHASE ORDER

ST|850|008123456~
BEG|00|DS|8000123456| |2012021
ITD|01|3|2||10||14~
REF|RQ|SUPPLIER-12345~
REF|OB|CP9300213~
REF|CO|SUPPLIER - IN~
DTM|002|20120303~
N1|BT|ABC DC Sacramento|11|RA0310603~
N1|SU|MY PHARMACEUTICALS, INC|21|041GT4100~
N1|ST|CUSTOMER FIRST STREET PHARMACY|91|010004444~
N3|1234 EAST FIRST STREET~
N4|LOS ANGELES|CA|90063~
REF|LU|1234567890123
REF|DH|DEANUMBER1234
PER|IC|Matt Baker|EM|dummy@firststreetpharma.com|TE|800-562-2526~
PO1|1|24|EA|60||ND|4726195022~
PID|X|||ASPERIN MG 50 100~
PID|S|DF|DR|TAB~
MSG|Line item text Dropship~
MSG|Test Shipping Instructions:~
CTT|1~
SE|19|008123456~