This standard provides the format and establishes the data contents of an 850 (purchase order) transaction set. The 850 establish the placement of purchase orders for goods and services. This transaction set should not be used to convey purchase orders changes or purchase order acknowledgment information. The Purchase Order accommodates procurement or production and indirect materials or services. The 850 transaction set may also be used as a nonproduction material release. This format should be use for weekly purchase orders.

Data Segment Sequence for Heading Area

Seg. ID	Name	Usage	Max. Use	Loop Repeat
ST	Transaction Set Header	M	1	
BEG	Beginning Segment for Purchase Order	M	1	
CUR	Currency	O	1	
FOB	F.O.B. Related Instructions	O	1	
ITD	Terms of Sale/Deferred Terms of Sale	O	1	
PID	Product / Item description	O	3	
TD5	Carrier Details (Routing Sequence/Transit Time)	O	1	
N1	Name	O	1	N1 / 3
N2	Additional name information	O	1	N1 / 3
N3	Address Information	O	1	N1 / 3

Data Segment Sequence for Detail Area

Seg. ID	Name	Usage	Max. Use	Loop Repeat
PO1	Baseline Item Data	M	1	PO1/100000
PO3	Additional Item Detail	O	18	PO1/100000
PID	Product/Item Description	O	1	PO1/100000
DTM	Date/Time Reference	O	1	

Data Segment Sequence for Detail Area

Seg. ID	Name	Usage	Max. Use	Loop Repeat
CTT	Transaction Totals	O	1	
SE	Transaction Set Trailer	M	1	

GLOSSARY

Abbreviations in the columns headed "Usage" have the following definitions:

C   Conditional   The presence of this item is dependent on the presence or absence of other items.

M   Mandatory   This data segment shall be included in the transaction set. (Note that though a data segment may be mandatory in a loop of data segments, the loop itself is optional if the beginning segment of the loop is designated as optional.)

O   Optional   The presence of this data segment is at the option of the sending party.

N   Not used

Segment	**ST – Transaction Set Header**
Level	Heading
Max. Use	1
Purpose	To indicate start the 850 transaction set ans assign transaction control number
Comments	The transaction set control number (Data element ST02) in the header must match the transaction set control number in the trailer (data element SE02)
Example	ST*850*000050004

ID	ELEMENT NAME	FEATURES			COMMENTS
ST01	Transaction Set ID code	M	ID	3/3	"850"
ST02	Transaction Set Control Number	M	R	4/9	A unique number assigned to each transaction set. This value must match the corresponding value in data element SE02

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Segment	**BEG – Beginning Segment for Purchase Order**
Level	Heading
Max. Use	1
Purpose	To indicate the beginning of the Purchase Order Transaction Set and transmit identifying numbers and dates
Comments	The segment will indicate whether the purchase order is an original, addition, deletion or change. It will also indicate the P.O. number.
Example	BEG*00*CF*123456789**19990615

ID	ELEMENT NAME	FEATURES			COMMENTS
BEG01	Transaction Set ID code	M	ID	2/2	* Possible values: 00 = Original
BEG02	Purchase Order type code	M	ID	2/2	"CF" = Confirmation
BEG03	Purchase Order Number	M	AN	1/22	
BEG04	Release Number	N	AN	1/30	Not used
BEG05	Purchase Order date	M	DT	8/8	Date P.O. was issued. Format: "CCYYMMDD"
BEG06	Contract Number	N	AN	1/30	

* The use of the purpose code will be based on the following criteria:
00 - Original
The "00" purpose code will be used the first time the 850 document is sent to the vendor.

Segment	**CUR – Currency**
Level	Heading
Max. Use	1
Purpose	To specify the currency (dollars, pounds, francs, etc.) used in a transaction
Comments	This segment will only be available if the sender chooses to issue this information.
Example	CUR*ZZ*USD

ID	ELEMENT NAME	FEATURES			COMMENTS
CUR01	Entity Identifier code	M	ID	2/3	"ZZ" = Mutually defined
CUR02	Currency code	M	ID	3/3	Code (Standard ISO) for country in whose currency the charges are specified

ARNECOM

Segment	**FOB – F.O.B. Related Instructions**	
Level	Heading	
Max. Use	1	
Purpose	To specify transportation instructions relating to shipment	
Comments	This segment will only be available if the sender chooses to issue this information.	
Example	FOB*ZZ*FOB TEXT	

ID	ELEMENT NAME	FEATURES			COMMENTS
FOB01	Shipment Method of Payment	M	ID	2/2	Possible values: CC = Collect PP = Prepaid (by Seller) PC = Prepaid but charged to Customer TP = Third Party Pay ZZ = Mutually Defined
FOB02	Location Qualifier	C	ID	1/2	"ZZ" = Mutually Defined
FOB03	Description	O	AN	1/80	

Segment	**ITD – Terms of Sale / Deferred Terms of Sale**	
Level	Heading	
Max. Use	1	
Purpose	To specify terms of Sale	
Comments	This segment will only be available if the sender chooses to issue this information.	
Example	ITD*ZZ***********30 DAYS	

ID	ELEMENT NAME		FEATURES		COMMENTS
ITD01	Terms Type Code	O	ID	2/2	"ZZ" = Mutually Defined
ITD12	Description	O	AN	1/80	Terms of payment description

Segment	**PID – Product / Item description**
Level	Heading
Max. Use	3
Purpose	To describe a product or process in coded or free-form format
Comments	
Example	PID*F****COMMENTS

ID	ELEMENT NAME	FEATURES			COMMENTS
PID01	Item description type	M	ID	1/1	"F" = Free form
PID05	Description	C	AN	1/80	Free-form for comments about the P.O.

ARNECOM

Segment	**TD5 - Carrier Details (Routing Sequence / Transit Time)**
Level	Heading
Max. Use	1
Purpose	To specify the transportation method (via).
Comments	
Example	TD5****J

ID	ELEMENT NAME	FEATURES			COMMENTS
TD504	Transportation Method / Type Code	C	ID	1/2	Code specifying the method or type of transportation for the shipment: "J" = Motor "AF" = Air Freight "FA" = Air Freight Forwarder "VE" = Vessel, Ocean "ZZ" = Mutually defined

ARNECOM

Segment	**N1 - Name**	
Level	Heading	
Max. Use	3	
Purpose	To identify a party by type of organization, name, and code	
Comments	This segment will indicate the buyer, supplier or broker identification information pertaining to this purchase order.	
Examples	N1*BY*BUYER NAME*92*CC N1*SU*A1 SUPPLIER*92*001000 N1*ST*GLAFIRO MONTEMAYOR*92*002000 N1*PH*BILL TO NAME*92*003000	

ID	ELEMENT NAME	FEATURES			COMMENTS
N101	Entity Identifier Code	M	ID	2/3	Code identifying an organizational entity, a physical location, property or an individual: "BY" = Buying Party (Purchaser) "SU" = Supplier / Manufacturer "ST" = Ship to / Broker
N102	Name	C	AN	1/60	
N103	Identification Code Qualifier	C	ID	1/2	"92" = Assigned by Buyer or Buyer's Agent
N104	Identification Code	C	AN	2/80	If N101 = "BY" this will be the buyer's code for themselves. If N101= "SU" this will be the buyer's code for the supplier.

Segment	**N2 - Additional Name Information**
Level	Heading
Max. Use	1
Purpose	To identify a party by type of organization, name, and code
Comments	This segment will indicate the supplier or broker contact. Not used for the customer. (When N101 is 'BY')
Examples	N2*ADRIANA RESENDEZ N2*JANET CRAWFORD / JAMES VINS

ID	ELEMENT NAME	FEATURES			COMMENTS
N201	Name	M	AN	1/60	
N202	Name	O	AN	1/60	

Segment	**N3 – Address Information**
Level	Heading
Max. Use	1
Purpose	To specify the location of the named party
Comments	This segment will indicate the address of the entity being identified.
Examples	N3*1234 MAIN ST.*OPTIONAL SECOND LINE N3*804 MITTEL DRIVE*WOOD DALE, IL 60191-1172 N3*5610 MANN RD* LAREDO, TX, P.O. BOX 722 N3*13940 N RIVERGATE*PORTLAND, OR 97203

ID	ELEMENT NAME	FEATURES			COMMENTS
N301	Address Information	M	AN	1/55	
N302	Address Information	O	AN	1/55	If a second line of address is available, it will be sending in this data element.

Segment	**PO1 – Baseline Item Data**
Level	Detail
Max. Use	100000
Purpose	To specify basic line item data

Comments

Example   PO1**000000000100100*EA*135250*CP*BP*ABC123*VP*DEF456

ID	ELEMENT NAME	FEATURES			COMMENTS
PO101	Assigned Identification	N			Not Used
PO102	Quantity Ordered	C	R	1/15	Quantity Ordered in the P.O. by part number
PO103	Unit of Measure Code	O	ID	2/2	May be: "EA" – Each "MR" – Meter "KG" – Kilogram "LT" – Liter "PC" – Piece "ZZ" – Mutually Defined.
PO104	Unit Price	M	R	1/17	Price will have a implied decimal point with 5 digits accuracy; i.e. a value of 150000 would equal 1.50000 This price will always be the most current price on file.
PO105	Basis of Unit Price Code	M	ID	2/2	May be: "CP" – Current Price (Subject to Change) "HP" – Price per Hundred "PN" – Price per Ten "TP" – Price per Thousand "UM" – Price per Unit of Measure
PO106	Product ID Qualifier	M	ID	2/2	Will always be "BP" to indicate buyer's part number.
PO107	Product ID	M	AN	1/48	Buyer's part number
PO108	Product ID Qualifier	O	ID	2/2	If the vendor's part number is available, this element will contain "VP" for vendor's part number.
PO109	Product ID	C	AN	1/48	Vendor part number.
PO110	Product ID Qualifier	O	ID	2/2	If the item is marked as Balance Out, this element will contain "ZZ" to indicate PO111 element is Mutually Defined
PO111	Product ID	C	AN	1/48	If PO110 contain "ZZ", this element will contain "1" to indicate this item is marked as Balance Out

Segment	**PO3 – Additional Item Detail**
Level	Detail
Max. Use	18
Purpose	To specify additional item-related data involving forecast quantities and forecast date

Comments

Example   PO3*ZZ*19980601****000100100*EA

ID	ELEMENT NAME	FEATURES			COMMENTS
PO301	Reason Code	M	ID	1/2	"ZZ" = Mutually defined
PO302	Forecasted date	O	DT	8/8	Format "CCYYMMDD".
PO306	Forecasted quantity	M	R	1/15	
PO307	Unit of measurement code	M	ID	1/2	May be:

<table>
<tr><td></td><td></td><td></td><td></td><td></td><td>"EA" – Each</td><td>"MR" – Meter</td></tr>
<tr><td></td><td></td><td></td><td></td><td></td><td>"KG" – Kilogram</td><td>"LT" – Liter</td></tr>
<tr><td></td><td></td><td></td><td></td><td></td><td>"PC" – Piece</td><td>"ZZ" – Mutually Defined.</td></tr>
</table>

Segment	**PID – Product / Item Description**
Level	Detail
Max. Use	1
Purpose	To describe a product or process in coded or free-form format

Comments

Example   PID*F****FREE FORM PRODUCT DESCRIPTION

ID	ELEMENT NAME	FEATURES			COMMENTS
PID01	Item Description Type	M	ID	1/1	"F" = Free Form
PID02	Product Characteristic Code	N			Not used
PID03	Agency Qualifier Code	N			Not used
PID04	Product Description Code	N			Not used
PID05	Free-form description	C	AN	1/80	

Segment	**DTM – Date/Time Reference**	
Level	Detail	
Max. Use	1	
Purpose	To specify Delivery date (ETA)	
Comments		
Example	DTM*002*19990504	

ID	ELEMENT NAME	FEATURES			COMMENTS
DTM01	Date / Time Qualifier	M	ID	3/3	"002" = Delivery Requested (ETA)
DTM02	Date	C	DT	8/8/	Date expressed as "CCYYMMDD"

Segment	**CTT – Transactions Totals**
Level	Trailer
Max. Use	1
Purpose	To transmit a hash total for a specific element in the transaction set
Comments	
Example	CTT*15

ID	ELEMENT NAME	FEATURES			COMMENTS
CTT01	Number of Line Items	M	NO	1/6	Total number of line items in the transaction set

Segment	**SE – Transaction Set Trailer**	
Level	Trailer	
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)	
Comments		
Example	SE*16*123456789	

ID	ELEMENT NAME	FEATURES			COMMENTS
SE01	Number of Included Segments	M	NO	1/10	
SE02	Transaction Set Control Number	M	AN	4/9	Must match control number sent on the ST segment