

855 Purchase Order Acknowledgment

X12/V4010/855: 855 Purchase Order Acknowledgment

Company: CDW

Publication: 6/16/2016 Modified: 3/26/2018

Notes:

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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>ld</u>	Segment Name	Req	Max Use	Repeat	<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
050	REF	Reference Identification	0	>1			Used
080	FOB	F.O.B. Related Instructions	0	>1			Used
130	ITD	Terms of Sale/Deferred Terms of Sale	0	5			Used
240	TD5	Carrier Details (Routing Sequence/Transit Time)	0	12			Used
LOOP	<u>ID - N1</u>				<u>200</u>		
300	N1	Name	0	1			Used
310	N2	Additional Name Information	0	2			Used
320	N3	Address Information	0	2			Used
330	N4	Geographic Location	0	1			Used

Detail:

<u>Pos</u>	<u>ld</u>	Segment Name	Req	Max Use	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
LOOP ID - PO1					<u>100000</u>	N2/010L	
010	PO1	Baseline Item Data	0	1		N2/010	Must use
LOOP	ID - PID				<u>1000</u>		
050	PID	Product/Item Description	0	1			Used
100	REF	Reference Identification	0	>1			Used
LOOP	ID - ACK				<u>104</u>		
270	ACK	Line Item Acknowledgment	0	1			Must use
280	DTM	Date/Time Reference	0	1			Dependent

Summary:

	<u>Pos</u>	<u>ld</u>	Segment Name	Req	Max Use	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
LOOP ID - CTT						1	N3/010L	
	010	CTT	Transaction Totals	0	1		N3/010	Used
	030	SF	Transaction Set Trailer	М	1			Must use

Notes:

2/010L PO102 is required.

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- 2/010 PO102 is required.
- 3/010L 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.
- 3/010 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.

EXAMPLE:

ST*855*0001{
BAK*00*AT*PPPQ4326*20160616{
N1*ST*CDW*1*1234567{
N2*JANE DOE{
N3*200 N MILWAUKEE AVE{
N4*VERNON HILLS*IL*60061*US{
PO1*1*2*EA*36.44**BP*CDW1234*MG*MFG1234*VP*VND1234*UP*123456789012{
PID*F****DESCRIPTION~
REF*VN*SO12345{
ACK*IA*2*EA~{
DTM*068*20160620{
CTT*1{
SE*13*0001{

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>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>
ST01	143	Transaction Set Identifier Code	М	ID	3/3	Must use
		Description: Code uniquely identifying a T	ransacti	on Set		
		Code Name				
		855 Purchase Order Acknowledgment				
ST02	329	Transaction Set Control Number	М	AN	4/9	Must use
		Description: Identifying control number that functional group assigned by the originator				nsaction 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	<u>ld</u>	Element Name	Req	Type	Min/Max	Usage		
BAK01	353	Transaction Set Purpose Code	<u>нэч</u> М	ID	2/2	Must use		
		Description: Code identifying purpose of to	ransacti	on set				
		Code Name 00 Original						
BAK02	587	Acknowledgment Type	М	ID	2/2	Must use		
		Description: Code specifying the type of acknowledgment						
		User Note 1: AT indicates the order was at use if all Line Items are confirmed.	ccepted	without 6	errors and will i	be shipped. Only		
User Note 2: AC indicates the order was accepted with changes and will be shi use when more than one, but less than all Line Items are acknowledged.								
		User Note 3: RD indicates all lines on the only use when all Line Items are rejected.	order ha	d an erro	or and the orde	r will not ship.		
		Code Name AC Acknowledge - With Detail and Char AT Accepted RD Reject with Detail	nge					
BAK03	324	Purchase Order Number	М	AN	1/22	Must use		
		Description: Identifying number for Purcha	ase Orde	er assign	ed by the orde	rer/purchaser		
BAK04	373	Date	М	DT	8/8	Must use		
		Description: Date expressed as CCYYMM	DD					

EXAMPLES:

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

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REF Reference Identification

Pos: 050 Max: >1 Heading - Optional Loop: N/A Elements: 2

User Option (Usage): Used

Purpose: To specify identifying information

Element Summary:

<u>Ref</u>	<u>ld</u>	Element Name	<u>Req</u>	<u>Type</u>	Min/Max	<u>Usage</u>
REF01	128	Reference Identification Qualifier	М	ID	2/3	Must use

Description: Code qualifying the Reference Identification

Code Name

IA Internal Vendor NumberVN Vendor Order Number

REF02 127 Reference Identification X AN 1/30 Must use

Description: Reference information as defined for a particular Transaction Set or as

specified by the Reference Identification Qualifier

User Note 1: If "IA" is used for REF01, then REF02 should match Internal Vendor Number

provided by CDW on the 850

EXAMPLES:

REF*VN*000907

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FOB F.O.B. Related Instructions

Pos: 080 Max: >1 Heading - Optional Loop: N/A Elements: 3

User Option (Usage): Used

Purpose: To specify transportation instructions relating to shipment

Element Summary:

FOB03

352

Description

<u>Ref</u>	<u>ld</u>	Eleme	ent Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>
FOB01	146	Shipn	nent Method of Payment	М	ID	2/2	Must use
		Descr	iption: Code identifying payment terr	ns for tr	ansporta	ition charges	
		<u>Code</u>	<u>Name</u>				
		BP	Paid by Buyer				
			Description: The buyer agrees to the buyer to pay transportation charges location)				
		CA	Advance Collect				
		CC	Collect				
		MX	Mixed				
		PA	Advance Prepaid				
		PC	Prepaid but Charged to Customer				
		PP	Prepaid (by Seller)				
		PS	Paid by Seller				
			Description: The seller agrees to the seller to pay transportation charges location)	,		, ,	, ,
		TP	Third Party Pay				
FOB02	309	Locat	ion Qualifier	Χ	ID	1/2	Used
		Descr	iption: Code identifying type of locati	ion			
		<u>Code</u>	<u>Name</u>				
		DE	Destination (Shipping)				
		OR	Origin (Shipping Point)				

Description: A free-form description to clarify the related data elements and their content

0

ΑN

1/80

Used

EXAMPLES:	
FOB~CA FOB~PA FOB~CC FOB~MX FOB~BP	Example of Advance Collect Example of Advance Pre Pay Example of Collect Example of Mixed Example of Paid by Buyer
FOB~PC FOB~PP FOB~PS FOB~TP	Example of Prepaid but charge to customer Example of Pre Paid Example of Paid by Supplier/Vendor Example of Third Party Pays

ITD Terms of Sale/Deferred Terms of Sale

Pos: 130 Max: 5 Heading - Optional Loop: N/A Elements: 5

User Option (Usage): Used Purpose: To specify terms of sale

Element Summary:

Ref	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>
ITD01	336	Terms Type Code	0	ID	2/2	Used
		Description: Code identifying type of payr	ment terr	ms		
ITD02	333	Terms Basis Date Code	0	ID	1/2	Used
		Description: Code identifying the beginning	ng of the	terms pe	eriod	
		 Code Name Delivery Date Invoice Date Invoice Receipt Date 				
ITD03	338	Terms Discount Percent	0	R	1/6	Used
		Description: Terms discount percentage, purchaser if an invoice is paid on or before	•			le to the
ITD05	351	Terms Discount Days Due	Χ	N0	1/3	Used
		Description: Number of days in the terms terms discount is earned	discoun	t period l	by which payme	ent is due if
ITD07	386	Terms Net Days	0	N0	1/3	Used
		Description: Number of days until total in	voice am	ount is d	lue (discount no	ot applicable)

EXAMPLES:

ITD~01~3~1~~10~~30

TD5 Carrier Details (Routing Sequence/Transit Time)

Pos: 240 Max: 12 Heading - Optional Loop: N/A Elements: 5

User Option (Usage): Used

Purpose: To specify the carrier and sequence of routing and provide transit time information

Element Summary:

Ref	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>
TD501	133	Routing Sequence Code	0	ID	1/2	Used
		Description: Code describing the relations	ship of a	carrier to	a specific ship	ment movement
		CodeNameBOrigin/Delivery Carrier (Any Mode)OOrigin Carrier (Air, Motor, or Ocean)			
TD502	66	Identification Code Qualifier	Χ	ID	1/2	Used
		Description: Code designating the system Code (67)	n/method	d of code	structure used	for Identification
		Code Name91 Assigned by Seller or Seller's AgenZZ Mutually Defined	t			
TD503	67	Identification Code	Χ	AN	2/80	Used
		Description: Code identifying a party or o	ther cod	е		
TD504	91	Transportation Method/Type Code	Χ	ID	1/2	Used
		Description: Code specifying the method	or type	of transpo	ortation for the s	shipment
		Code Name A Air D Parcel Post E Expedited Truck H Customer Pickup M Motor (Common Carrier) R Rail S Ocean T Best Way (Shippers Option) AE Air Express SR Supplier Truck				
TD505	387	Routing	Х	AN	1/35	Used
		Description: Free-form description of the	routina d	or reques	ted routing for s	shipment, or the

Description: Free-form description of the routing or requested routing for shipment, or the originating carrier's identity

EXAMPLES:

TD5~~~T

N1 Name

Pos: 300 Max: 1 Heading - Optional Loop: N1 Elements: 4

User Option (Usage): Used

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

Element Summary:

<u>Ref</u> N101	<u>ld</u> 98	Element Name Entity Identifier Code	<u>Req</u> M	<u>Type</u> ID	Min/Max 2/3	<u>Usage</u> Must use
		Description: Code identifying an organizatindividual	ional er	ntity, a ph	ysical location,	property or an
		CodeNameBTBill-to-PartySTShip To				
N102	93	Name	Х	AN	1/60	Used
		Description: Free-form name				
N103	66	Identification Code Qualifier	Χ	ID	1/2	Used
		Description: Code designating the system Code (67)	/method	d of code	structure used	for Identification
		 Code Name D-U-N-S Number, Dun & Bradstreet Telephone Number (Phone) Assigned by Seller or Seller's Agent Assigned by Buyer or Buyer's Agent 				
N104	67	Identification Code	Х	AN	2/80	Used
		Description: Code identifying a party or otl	ner cod	e		

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:

<u>Ref</u>	<u>ld</u>	Element Name	<u>Req</u>	<u>Type</u>	Min/Max	<u>Usage</u>
N201	93	Name	M	AN	1/60	Must use
		Description: Free-form name				
N202	93	Name	0	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	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>
N301	166	Address Information	М	AN	1/55	Must use
		Description: Address information				
N302	166	Address Information	0	AN	1/55	Used
		Description: Address information				

EXAMPLES:

N3*200 N MILWAUKEE AVE~

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N4 Geographic Location

Pos: 330 Max: 1 Heading - Optional Loop: N1 Elements: 4

User Option (Usage): Used

Purpose: To specify the geographic place of the named party

Element Summary:

<u>Ref</u>	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>
N401	19	City Name	0	AN	2/30	Used
		Description: Free-form text for city name				
N402	156	State or Province Code	0	ID	2/2	Used
		Description: Code (Standard State/Provin agency	ce) as d	lefined by	/ appropriate g	overnment
N403	116	Postal Code	0	ID	3/15	Used
		Description: Code defining international p blanks (zip code for United States)	ostal zo	ne code	excluding pund	ctuation and
N404	26	Country Code	0	ID	2/3	Used
		Description: Code identifying the country				

EXAMPLES:

N4*VERNON HILLS*IL*60061*US~

PO1 Baseline Item Data

Pos: 010 Max: 1
Detail - Optional
Loop: PO1 Elements: 12

User Option (Usage): Must use

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

Element Summary:

<u>Ref</u>	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>			
PO101	350	Assigned Identification	0	AN	1/20	Used			
		·	Description: Alphanumeric characters assigned for differentiation within a transaction set User Note 1: Should match PO Line number provided by CDW on the 850						
			•	-					
PO102	330	Quantity Ordered	Х	R	1/15	Must use			
		Description: Quantity ordered							
PO103	355	Unit or Basis for Measurement Code	0	ID	2/2	Used			
		Description: Code specifying the units in which a measurement has been taken	which a	value is b	peing expresse	d, or manner in			
		Code Name EA Each							
PO104	212	Unit Price	Х	R	1/17	Must use			
	Description: Price per unit of product, service, commodity, etc.								
PO106	235	Product/Service ID Qualifier	Х	ID	2/2	Must use			
		Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234)							
		Code Name BP Buyer's Part Number							
PO107	234	Product/Service ID	Х	AN	1/48	Must use			
		Description: Identifying number for a prod	uct or se	ervice					
PO108	235	Product/Service ID Qualifier	Х	ID	2/2	Must use			
		Description: Code identifying the type/sou Product/Service ID (234)	irce of th	ne descri	ptive number u	sed in			
		Code Name MG Manufacturer's Part Number							
PO109	234	Product/Service ID	Х	AN	1/48	Must use			
		Description: Identifying number for a prod	uct or se	ervice					
PO110	235	Product/Service ID Qualifier	Х	ID	2/2	Used			
		Description: Code identifying the type/sou Product/Service ID (234)	irce of th	ne descri	ptive number u	sed in			
		CodeNameVPVendor's (Seller's) Part Number							

PO111	234	Product/Service ID	Χ	AN	1/48	Used
		Description: Identifying number for a produ	ict or s	ervice		
PO112	235	Product/Service ID Qualifier	Χ	ID	2/2	Used
		Description: Code identifying the type/sour Product/Service ID (234)	ce of th	ne descrip	tive number u	sed in
		CodeNameUPU.P.C. Consumer Package Code (1-	5-5-1)			
PO113	234	Product/Service ID	Χ	AN	1/48	Used
		Description: Identifying number for a produ	ict or s	ervice		

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:

<u>Ref</u>	<u>ld</u>	Element Name	<u>Req</u>	<u>Type</u>	Min/Max	<u>Usage</u>
PID01	349	Item Description Type	M	ID	1/1	Must use
		Description: Code indicating the format of	a descr	iption		
		Code Name				
		F Free-form				
PID05	352	Description	Х	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:

-ieilleilt (ement Junnary.									
<u>Ref</u>	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>				
REF01	128	Reference Identification Qualifier	M	ID	2/3	Must use				
		Description: Code qualifying the Referen	ce Identi	fication						
		User Note 1: Vendor's assigned Order nu			Purchasa Orda	r				
		Osci Note 1. Vendor a dadigned order na	mber for	ODWST	archase orac					
		Code Name								
		AH Agreement Number								
		BB Authorization Number								
		Description: Proves that permission was obtained to provide a service								
		BD Bid Number								
		CT Contract Number								
		EU End User's Purchase Order Number	er							
		GC Government Contract Number								
		IA Internal Vendor Number								
		PO Purchase Order Number								
		VN Vendor Order Number								
		POL Policy Number								
REF02	127	Reference Identification	Х	AN	1/30	Used				
-						_				
		Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier								
REF03	352	Description	Χ	AN	1/80	Used				

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*S012345~ REF*POL*2767860*5CD6106VC5~

ACK Line Item Acknowledgment

Pos: 270 Max: 1

Detail - Optional

Loop: ACK Elements: 7

User Option (Usage): Must use

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

Element Summary:

Ref	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>			
ACK01	668	Line Item Status Code	М	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 code in conjunction with Header Acknowledgment Acknowledgment type AC if at least one lin	nt type A	C. May	use IR or R2 v				
		User Note 3: Use code PO Line status cod Acknowledgment type RD when all lines ar			conjunction wi	ith Header			
		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 Per	ding						
ACK02	380	Quantity	Х	R	1/15	Must use			
		Description: Numeric value of quantity							
ACK03	355	Unit or Basis for Measurement Code	Χ	ID	2/2	Used			
		Description: Code specifying the units in which a measurement has been taken	which a	value is b	eing expresse	ed, or manner in			
		Code Name EA Each							
ACK04	374	Date/Time Qualifier	0	ID	3/3	Used			
		Description: Code specifying type of date or time, or both date and time							
		Code Name							
		017 Estimated Delivery							
		068 Current Schedule Ship							

ACK05	373	Date	Х	DT	8/8	Used				
		Description: Date expressed as CCYYM	MDD							
ACK07	235	Product/Service ID Qualifier	Χ	ID	2/2	Used				
		Product/Service ID (234) User Note 1: Rejection Reason Code								
			Lines							
		Code Name								
		AE Incorrect Authorization Number for								
		AP Incorrect Authorization Number for	•			5				
			4							
		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 Add	ress							
		MP Manually Processed								
		MV Mixed Vendors								
		MX Mixed Levels/Product Pools or Pro	grams							
		PD Pricing Discrepancy								
		Q3 Does Not Meet Minimum Order Re	quiremer	nts						
		Q4 Mixed MOLP and FFP								
		RI Not Authorized to Purchase Item								
		ZZ Mutually Defined								
ACK08	234	Product/Service ID	Х	AN	1/48	Used				
		Description: Identifying number for a pro	duct or so	ervice						
		User Note 1: Rejection Reason								

EXAMPLES:

ACK*IA*2*EA~ ACK*IB*2*EA~

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

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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>ld</u>	Element Name	<u>Req</u>	<u>Type</u>	Min/Max	<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 Delivery068 Current Schedule Ship

DTM02 373 **Date** X DT 8/8 Used

Description: Date expressed as CCYYMMDD

EXAMPLES:

DTM*068*20170907~

USAGE:

CDW prefers Scheduled Ship Date over Estimated Delivery Date

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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>ld</u>	Element Name	<u>Req</u>	<u>Type</u>	Min/Max	<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>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>
SE01	96	Number of Included Segments	М	N0	1/10	Must use
		Description: Total number of segments inconsegments	cluded ir	n a transa	action set inclu	ding ST and SE
SE02	329	Transaction Set Control Number	М	AN	4/9	Must use
		Description: Identifying control number that functional group assigned by the originator				nsaction set

EXAMPLES:

SE*13*0001~

User Note 3:

ST*855*0001{
BAK*00*AT*PPPQ4326*20160616{
N1*ST*CDW*1*1234567{
N2*JANE DOE{
N3*200 N MILWAUKEE AVE{
N4*VERNON HILLS*IL*60061*US{
PO1*1*2*EA*36.44**BP*CDW1234*MG*MFG1234*VP*VND1234*UP*123456789012{
PID*F****DESCRIPTION~
REF*VN*S012345{
ACK*IA*2*EA~{
DTM*068*20160620{
CTT*1{
SE*13*0001{