

# 860 Purchase Order Change / Cancellation

Functional Group ID=**PC**

## Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Purchase Order Change Request - Buyer Initiated Transaction Set (860) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to provide the information required for the customary and established business and industry practice relative to a purchase order change. This transaction can be used: (1) by a buyer to request a change to a previously submitted purchase order or (2) by a buyer to confirm acceptance of a purchase order change initiated by the seller or by mutual agreement of the two parties.

## Notes:

Version 1.1 reflects changes to specifications dated December 13, 2005

AMT – Segment has been removed

N9 Loop (N9 & MTX Segments) has been removed

## 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>
	0005	ISA	Interchange Control Header	O	1		
	0010	GS	Functional Group Header	O	1		
M	0100	ST	Transaction Set Header	M	1		
M	0200	BCH	Beginning Segment for Purchase Order Change	M	1		
	0400	CUR	Currency	O	1		
	0500	REF	Reference Identification	O	>1		
	0600	PER	Administrative Communications Contact	O	1		
	1500	DTM	Date/Time Reference	O	1		
LOOP ID - N1						200	
	3000	N1	Name	O	1		
	3200	N3	Address Information	O	2		
	3300	N4	Geographic Location	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	
	0100	CTT	Transaction Totals	O	1		n1
M	0300	SE	Transaction Set Trailer	M	1		
	0310	GE	Functional Group Trailer	O	1		
	0320	IEA	Interchange Control Trailer	O	1		

## Transaction Set Notes

1. Number of line items (CTT01) is the accumulation of the number of POC segments.

**Segment:** **ISA Interchange Control Header**  
**Position:** 0005  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To start and identify an interchange of zero or more functional groups and interchange-related control segments

**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

### Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	ISA01	I01	<b>Authorization Information Qualifier</b> Code identifying the type of information in the Authorization Information 00 No Authorization Information Present (No Meaningful Information in I02)	M 1 ID 2/2
M	ISA02	I02	<b>Authorization Information</b> Information used for additional identification or authorization of the interchange sender or the data in the interchange; the type of information is set by the Authorization Information Qualifier (I01)	M 1 AN 10/10
M	ISA03	I03	<b>Security Information Qualifier</b> Code identifying the type of information in the Security Information 00 No Security Information Present (No Meaningful Information in I04)	M 1 ID 2/2
M	ISA04	I04	<b>Security Information</b> This is used for identifying the security information about the interchange sender or the data in the interchange; the type of information is set by the Security Information Qualifier (I03)	M 1 AN 10/10
M	ISA05	I05	<b>Interchange ID Qualifier</b> Code indicating the system/method of code structure used to designate the sender or receiver ID element being qualified 12 Phone (Telephone Companies) – Production Qualifier ZZ Mutually Defined – Test Qualifier	M 1 ID 2/2
M	ISA06	I06	<b>Interchange Sender ID</b> Identification code published by the sender for other parties to use as the receiver ID to route data to them; the sender always codes this value in the sender ID element 9739830888 Production ID PARTYCITYTST Test ID	M 1 AN 15/15
M	ISA07	I05	<b>Interchange ID Qualifier</b> Code indicating the system/method of code structure used to designate the sender or receiver ID element being qualified Refer to 004030 Data Element Dictionary for acceptable code values.	M 1 ID 2/2
M	ISA08	I07	<b>Interchange Receiver ID</b> Identification code published by the receiver of the data; When sending, it is used by the sender as their sending ID, thus other parties sending to them will use this as a receiving ID to route data to them	M 1 AN 15/15
M	ISA09	I08	<b>Interchange Date</b> Date of the interchange	M 1 DT 6/6
M	ISA10	I09	<b>Interchange Time</b> Time of the interchange	M 1 TM 4/4
M	ISA11	I65	<b>Repetition Separator</b> Type is not applicable; the repetition separator is a delimiter and not a data element; this field provides the delimiter used to separate repeated occurrences of a simple data element or a composite data structure; this value must be different than the data element separator, component element separator, and the	M 1 AN 1/1

			segment terminator			
<b>M</b>	<b>ISA12</b>	<b>I11</b>	<b>Interchange Control Version Number</b>	<b>M</b>	<b>1</b>	<b>ID 5/5</b>
			Code specifying the version number of the interchange control segments 00403			Draft Standards for Trial Use Approved for Publication by ASC X12 Procedures Review Board through October 1999
<b>M</b>	<b>ISA13</b>	<b>I12</b>	<b>Interchange Control Number</b>	<b>M</b>	<b>1</b>	<b>N0 9/9</b>
			A control number assigned by the interchange sender			
<b>M</b>	<b>ISA14</b>	<b>I13</b>	<b>Acknowledgment Requested</b>	<b>M</b>	<b>1</b>	<b>ID 1/1</b>
			Code indicating sender's request for an interchange acknowledgment			
<b>M</b>	<b>ISA15</b>	<b>I14</b>	<b>Usage Indicator</b>	<b>M</b>	<b>1</b>	<b>ID 1/1</b>
			Code indicating whether data enclosed by this interchange envelope is test, production or information			
			P Production			
			T Testing			
<b>M</b>	<b>ISA16</b>	<b>I15</b>	<b>Component Element Separator</b>	<b>M</b>	<b>1</b>	<b>AN 1/1</b>
			Type is not applicable; the component element separator is a delimiter and not a data element; this field provides the delimiter used to separate component data elements within a composite data structure; this value must be different than the data element separator and the segment terminator			

**Segment:** **GS** Functional Group Header  
**Position:** 0010  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To indicate the beginning of a functional group and to provide control information  
**Syntax Notes:**  
**Semantic Notes:**

- 1 GS04 is the group date.
- 2 GS05 is the group time.
- 3 The data interchange control number GS06 in this header must be identical to the same data element in the associated functional group trailer, GE02.

**Comments:**

- 1 A functional group of related transaction sets, within the scope of X12 standards, consists of a collection of similar transaction sets enclosed by a functional group header and a functional group trailer.

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
M	GS01	479	<b>Functional Identifier Code</b> Code identifying a group of application related transaction sets PC Purchase Order Change Request - Buyer Initiated (860)	M 1 ID 2/2
M	GS02	142	<b>Application Sender's Code</b> Code identifying party sending transmission; codes agreed to by trading partners 9739830888 Production ID PARTYCITYTST Test ID	M 1 AN 2/15
M	GS03	124	<b>Application Receiver's Code</b> Code identifying party receiving transmission; codes agreed to by trading partners	M 1 AN 2/15
M	GS04	373	<b>Date</b> Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year	M 1 DT 8/8
M	GS05	337	<b>Time</b> Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	M 1 TM 4/8
M	GS06	28	<b>Group Control Number</b> Assigned number originated and maintained by the sender	M 1 N0 1/9
M	GS07	455	<b>Responsible Agency Code</b> Code identifying the issuer of the standard; this code is used in conjunction with Data Element 480 X Accredited Standards Committee X12	M 1 ID 1/2
M	GS08	480	<b>Version / Release / Industry Identifier Code</b> Code indicating the version, release, subrelease, and industry identifier of the EDI standard being used, including the GS and GE segments; if code in DE455 in GS segment is X, then in DE 480 positions 1-3 are the version number; positions 4-6 are the release and subrelease, level of the version; and positions 7-12 are the industry or trade association identifiers (optionally assigned by user); if code in DE455 in GS segment is T, then other formats are allowed 004030VICS Version 4030 VICS	M 1 AN 1/12

**Segment:** **ST** Transaction Set Header  
**Position:** 0100  
**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).
- 2 The implementation convention reference (ST03) is used by the translation routines of the interchange partners to select the appropriate implementation convention to match the transaction set definition.

**Comments:**

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
M	ST01	143	<b>Transaction Set Identifier Code</b> Code uniquely identifying a Transaction Set 860 Purchase Order Change Request - Buyer Initiated	M 1 ID 3/3
M	ST02	329	<b>Transaction Set Control Number</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	M 1 AN 4/9
	ST03	1705	<b>Implementation Convention Reference</b> Reference assigned to identify Implementation Convention	O 1 AN 1/35

**Segment:** **BCH** Beginning Segment for Purchase Order Change  
**Position:** 0200  
**Loop:**  
**Level:** Heading  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the beginning of the Purchase Order Change Transaction Set and transmit identifying numbers and dates

**Syntax Notes:**  
**Semantic Notes:** 1 BCH06 is the date assigned by the purchaser to purchase order.  
**Comments:**

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	BCH01	353	<b>Transaction Set Purpose Code</b> Code identifying purpose of transaction set 01 Cancellation	M 1 ID 2/2
M	BCH02	92	<b>Purchase Order Type Code</b> Code specifying the type of Purchase Order SA Stand-alone Order	M 1 ID 2/2
M	BCH03	324	<b>Purchase Order Number</b> Identifying number for Purchase Order assigned by the orderer/purchaser	M 1 AN 1/15
Not Used	BCH04	328	<b>Release Number</b> Number identifying a release against a Purchase Order previously placed by the parties involved in the transaction	O 1 AN 1/30
Not Used	BCH05	327	<b>Change Order Sequence Number</b> Number assigned by the orderer identifying a specific change or revision to a previously transmitted transaction set	O 1 AN 1/8
M	BCH06	373	<b>Date</b> Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year	M 1 DT 8/8

**Segment:** **CUR** Currency  
**Position:** 0400  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To specify the currency (dollars, pounds, francs, etc.) used in a transaction  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 See Figures Appendix for examples detailing the use of the CUR segment.

**Data Element Summary**

	<b>Ref.</b>	<b>Data</b>	<b>Name</b>	<b>Attributes</b>
	<b><u>Des.</u></b>	<b><u>Element</u></b>		
<b>M</b>	<b>CUR01</b>	<b>98</b>	<b>Entity Identifier Code</b> Code identifying an organizational entity, a physical location, property or an individual BY Buying Party (Purchaser)	<b>M 1 ID 2/3</b>
<b>M</b>	<b>CUR02</b>	<b>100</b>	<b>Currency Code</b> Code (Standard ISO) for country in whose currency the charges are specified USD US Dollars	<b>M 1 ID 3/3</b>

**Segment:** **REF** Reference Identification  
**Position:** 0500  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify identifying information  
**Syntax Notes:** 1 At least one of REF02 or REF03 is required.  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128	<b>Reference Identification Qualifier</b> Code qualifying the Reference Identification DP Department Number IA Internal Vendor Number MR Merchandise Type Code	M 1 ID 2/3
	REF02	127	<b>Reference Identification</b> Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	X 1 AN 1/50



**Segment:** **PER** Administrative Communications Contact  
**Position:** 0600  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To identify a person or office to whom administrative communications should be directed  
**Syntax Notes:** 1 If either PER03 or PER04 is present, then the other is required.  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<b>Ref.</b>	<b>Data</b>	<b>Name</b>	<b>Attributes</b>
	<b>Des.</b>	<b>Element</b>		
M	PER01	366	<b>Contact Function Code</b> Code identifying the major duty or responsibility of the person or group named BD Buyer Name or Department	M 1 ID 2/2
	PER02	93	<b>Name</b> Free-form name	O 1 AN 1/60
	PER03	365	<b>Communication Number Qualifier</b> Code identifying the type of communication number TE Telephone	X 1 ID 2/2
	PER04	364	<b>Communication Number</b> Complete communications number including country or area code when applicable	X 1 AN 1/256

**Segment:** **DTM** Date/Time Reference  
**Position:** 1500  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To specify pertinent dates and times  
**Syntax Notes:** 1 At least one of DTM02 DTM03 or DTM05 is required.  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	DTM01	374	<b>Date/Time Qualifier</b> Code specifying type of date or time, or both date and time 177 Cancellation Date on which the coverage or service is no longer in force	<b>M 1 ID 3/3</b>
M	DTM02	373	<b>Date</b> Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year	<b>M 1 DT 8/8</b>

**Segment:** **N1** Name  
**Position:** 3000  
**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.

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	N101	98	<b>Entity Identifier Code</b> Code identifying an organizational entity, a physical location, property or an individual BT Bill-to-Party ST Ship To	M 1 ID 2/3
M	N102	93	<b>Name</b> Free-form name	M 1 AN 1/60
M	N103	66	<b>Identification Code Qualifier</b> Code designating the system/method of code structure used for Identification Code (67) 92 Assigned by Buyer or Buyer's Agent	M 1 ID 1/2
M	N104	67	<b>Identification Code</b> Code identifying a party or other code Only Used for SHIP TO	M 1 AN 2/80

Segment: **N3** Address Information

**Position:** 3200  
**Loop:** N1 Optional  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 2  
**Purpose:** To specify the location of the named party  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

Data Element Summary

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

**Segment:** **N4 Geographic Location**  
**Position:** 3300  
**Loop:** N1 Optional  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify the geographic place of the named party  
**Syntax Notes:** 1 Only one of N402 or N407 may be present.  
**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.

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
<b>N401</b>	<b>19 City Name</b> Free-form text for city name	<b>O 1 AN 2/30</b>
<b>N402</b>	<b>156 State or Province Code</b> Code (Standard State/Province) as defined by appropriate government agency	<b>X 1 ID 2/2</b>
<b>N403</b>	<b>116 Postal Code</b> Code defining international postal zone code excluding punctuation and blanks (zip code for United States)	<b>O 1 ID 3/15</b>
<b>N404</b>	<b>26 Country Code</b> Code identifying the country	<b>X 1 ID 2/3</b>

**Segment:** **CTT** Transaction Totals  
**Position:** 0100  
**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:**  
**Semantic Notes:**  
**Comments:** 1 This segment is intended to provide hash totals to validate transaction completeness and correctness.

**Data Element Summary**

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

**Segment:** **SE** Transaction Set Trailer  
**Position:** 0300  
**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. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	SE01	96	<b>Number of Included Segments</b> Total number of segments included in a transaction set including ST and SE segments	M 1 N0 1/10
M	SE02	329	<b>Transaction Set Control Number</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	M 1 AN 4/9

**Segment:** **GE** Functional Group Trailer  
**Position:** 0310  
**Loop:**  
**Level:** Summary  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To indicate the end of a functional group and to provide control information  
**Syntax Notes:**  
**Semantic Notes:** 1 The data interchange control number GE02 in this trailer must be identical to the same data element in the associated functional group header, GS06.  
**Comments:** 1 The use of identical data interchange control numbers in the associated functional group header and trailer is designed to maximize functional group integrity. The control number is the same as that used in the corresponding header.

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	GE01	97	<b>Number of Transaction Sets Included</b> Total number of transaction sets included in the functional group or interchange (transmission) group terminated by the trailer containing this data element	M 1 N0 1/6
M	GE02	28	<b>Group Control Number</b> Assigned number originated and maintained by the sender	M 1 N0 1/9



**Segment:** **IEA** Interchange Control Trailer  
**Position:** 0320  
**Loop:**  
**Level:** Summary  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To define the end of an interchange of zero or more functional groups and interchange-related control segments

**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	IEA01	I16	<b>Number of Included Functional Groups</b> A count of the number of functional groups included in an interchange	M 1 N0 1/5
M	IEA02	I12	<b>Interchange Control Number</b> A control number assigned by the interchange sender	M 1 N0 9/9