

Valero 850 Documentation

VI. Purchase Order Layout Form 850

Outlined below is information provided to help clarify some specific elements as they pertain to Valero.

Order of Segments - It is important that all segments be sent in the order that they are listed in this document.

Purchase Order Type Code (BEG02) - 2 characters. The valid values for this data element are:
'NE' = New Order

Purchase Order Number (BEG03) - 10 digits. The purchase order number always begins with 45 followed by the remaining 8 digits. Example: **4501035306**

Requested Ship By Date (BEG05) – Format YYYYMMDD

Vendor Number (REF02) – 10 digits. Valero purchase order number. CR is the qualifier.

Requested Ship By Date (DTM02) – Format YYYYMMDD; Qualifier 010 is for DTM01

Order References Number (N902) – 100829 is for Wholesale Electric. Qualifier 11 is for N901.

Payment Terms (MSG) – Free form text for terms.

Buyer Name (N101 - BY) - The name of the Valero buyer order contact.

Buyer Phone Number (N104) – The phone number of the Valero buyer order contact.

Buyer Order Contact Name (N201) – Order contact name for buyer.

Buyer Order Contact E-mail Address (N202) – Order contact e-mail address for buyer.

Vendor Name (N102 - VN) - The name of the Valero vendor.

Vendor Number (N104 - VN) – 10 digits. The vendor number is assigned by Valero and is filled with leading zeros. Example: **0000654321**

Refinery Identification (N104 - ST) - A list of Valero refinery names and corresponding plant codes will be provided upon request. Example: **70079160**

Bill to Identification (N101 – BT) – Name bill to.

Bill to Phone Number (N104) – Phone number bill to.

Product Item number (PO101) – For example 00010.

Product Quantity (PO102) – For example 20.

Product Unit of Measure (PO103) – For example "EA".

Product Unit Price (PO104) – For example 4.19.

Product/Service ID (PO107) - This contains the Valero product/material code when available. Example: **123456**

Vendor's Material Code / Name (PO109) - We are now including the vendor's material code on the PO1 segment, when available and provided.

Product Description(PID) - The first line of PID segment is the description of Valero product/material code and the rest of PID segments are the description of vendor's material code when available. This additional product description will be included when it exists. It is needed to better define the product/material being ordered.

Extra Charges(SAC) - This additional information is provided when extra charges apply to the order. They may not be present on all orders.

Total Quantity (SAC05) – For example 10.

Unit Price (SAC08) – For example 4.19. It's USD.

Date Information (DTM) - The requested delivery date will be sent to all suppliers. We require some suppliers to use our ship date to meet delivery requirements. Please contact your buyer if you have any questions regarding the use of the ship date in the purchase order.

Total PO Value(AMT) - This segment will represent the total value of the PO plus all charges.

<u>Seg</u>	<u>Element</u>	<u>Description</u>	<u>Min/Max</u>	<u>Code/Definition</u>
ISA		Interchange Control Header		
	ISA01	Authorization Information Qualifier	2/2	'00'
	ISA02	Authorization Information	10/10	Blank
	ISA03	Security Information Qualifier	2/2	'00'
	ISA04	Security Information	10/10	Blank
	ISA05	Interchange ID qualifier	2/2	'ZZ'
	ISA06	Interchange Sender ID	15/15	'VALERO'
	(production)			'VALEROT'
	(test)			
	ISA07	Interchange ID qualifier	2/2	Assigned by partner
	ISA08	Interchange Receiver ID	15/15	Assigned by partner
	ISA09	Interchange date	6/6	Format YYMMDD
	ISA10	Interchange time	4/4	Format HHMM
	ISA11	Interchange ctl standards ID	1/1	'U'
	ISA12	Interchange version ID	5/5	'00400'
	ISA13	Interchange Control Numbers	9/9	Unique sequential
	number to			identify transmissions to

ISA14	Acknowledgment requested	1/1	trading partner
ISA15	Test indicator	1/1	'0' = No ack
			'T' = Test data
			'P' = Prod Data
ISA16	Subelement separator	1/1	'~'

Example ISA:

ISA*00* *00* *01*VALERO *99*99999999
*960911*1136*U*00400*000000243*0*P*>~

GS	Functional Group Header		
GS01	Functional ID	2/2	'PO'
GS02	Application Sender ID	2/15	'VALERO' (production)
			'VALEROT' (test)
GS03	Application Receiver ID	2/15	Assigned by partner
GS04	Data Interchange date	8/8	Format CCYYMMDD
GS05	Data Interchange time	4/8	Format HHMM
GS06	Data Interchange control #	1/9	Number assigned to the transmission
GS07	Responsible Agency Code	1/2	'X' = ANSI X12
GS08	Version/Release	1/12	'004010'

Example GS: GS*PO*VALERO*99999999*2000911*1136*243*X*004010~

<u>Seg</u>	<u>Element</u>	<u>Description</u>	<u>Min/Max</u>	<u>Code/Definition</u>
ST		Transaction Set Header		
	<i>ST01</i>	Transaction Set ID	3/3	'850'
	<i>ST02</i>	Transaction Set Control Number	4/9	Assigned sequential number for transaction

sets.

Example ST: ST*850*00000001~

BEG		Beginning Segment for Purchase Order		
	<i>BEG01</i>	Transaction Set Purpose Code	2/2	'00' – Original.
	<i>BEG02</i>	Purchase Order Type	2/2	Valid values: 'NE' = New Order
Number	<i>BEG03</i>	Purchase Order Number	1/22	Purchase Order
	<i>BEG05</i>	Purchase Order Date	8/8	Format CCYYMMDD

Example BEG: BEG*00*NE*4500035306**20000911~

CUR		Currency		
	<i>CUR01</i>	Entity Identifier Code	2/3	'BY' = Buying Party
	<i>CUR02</i>	Currency Code	3/3	

Example CUR: CUR*BY*USD~ *** NOT USED ***

REF		Reference Numbers		
	<i>REF01</i>	Reference Number Qualifier	2/3	'CR' = Vendor ID
Number	<i>REF02</i>	Reference Number	1/30	Valero PO number.

Example REF: REF*CR*4501654321~

PER		Administrative Communications Contact		Not used
	<i>PER01</i>	Contact Function Code	2/2	'BD' = Buyer Name
	<i>PER02</i>	Name	1/60	
	<i>PER03</i>	Communication Number Qualifier	2/2	'TE' = Telephone
	<i>PER04</i>	Communication Number	1/80	

Example PER: PER*BD*John P. Smith*TE*800-555-1212~

DTM		Date/Time Reference		
	<i>DTM01</i>	Date/Time Qualifier	3/3	'010' = Requested Ship
	<i>DTM02</i>	Date	8/8	Format CCYYMMDD

Example DTM: DTM*010*20080911~

<u>Seg</u>	<u>Element</u>	<u>Description</u>	<u>Min/Max</u>	<u>Code/Definition</u>
ITD		Terms of Sale		
	<i>ITD01</i>	Terms Type Code	2/2	'01' = Basic
	<i>ITD02</i>	Terms Basis Date Code	1/2	'1' = Ship Date
	<i>ITD03</i>	Terms Discount Percent	1/6	
	<i>ITD05</i>	Terms Discount Days Due	1/3	
	<i>ITD07</i>	Term Net Days	1/3	
	<i>ITD12</i>	Description	1/80	

Example ITD: ITD*01*1*2**10**45*****Description Text~ *** Currently not used ***

<u>Seg</u>	<u>Element</u>	<u>Description</u>	<u>Min/Max</u>	<u>Code/Definition</u>
N9		Reference Numbers		
	<i>N901</i>	Reference Identification Qualifier	2/3	'11' – Vendor Number
	<i>N902</i>	Reference Identification	1/30	Vendor Number

Example N9: N9*11*123456~

<u>Seg</u>	<u>Element</u>	<u>Description</u>	<u>Min/Max</u>	<u>Code/Definition</u>
MSG		Message Text		
	<i>MSG01</i>	Free Form Message Text	1/264	Text

Example MSG: MSG* Payment Terms: NET Due 30 DAYS, Freight Terms: Free on Board~

Name Loop Starts Here

<u>Seg</u>	<u>Element</u>	<u>Description</u>	<u>Min/Max</u>	<u>Code/Definition</u>
N1		Name		
	<i>N101</i>	Entity Identifier Code	2/3	'VN' = Vendor
	<i>N102</i>	Name	1/60	Vendor name.
	<i>N103</i>	ID Code Qualifier	1/2	'92' Assigned by buyer
	<i>N104</i>	Identification Code	2/80	Vendor Account

information.

Example N1: N1*VN*Supplier XYZ*92*0000100829~

Name Loop Ends Here

Name Loop Starts Here

<u>Seg</u>	<u>Element</u>	<u>Description</u>	<u>Min/Max</u>	<u>Code/Definition</u>
N1		Name		
	<i>N101</i>	Entity Identifier Code	2/3	'ST' = Ship To
	<i>N102</i>	Name	1/60	
	<i>N103</i>	ID Code Qualifier	1/2	'ZZ' Assigned by buyer
	<i>N104</i>	Identification Code	2/80	Valero Refinery – we

use zip code plus purchasing group to determine the delivery address,

Example N1: N1*ST*Valero Refinery*ZZ*12341215~

Here is the entire list (the other one only included the locations where we do business with Wholesale):

	N201	Name Information	1/55	
N3		Address Information		
	N301	Address Information	1/55	
	<u>Example N3:</u> N3*One Valero Way~			
N4		Geographic Location		
	N401	City Name	2/30	City
	N402	State Code	2/2	State
	N403	Postal Code	3/15	Zip Code
	N404	Country Code	2/2	Country Code
	<u>Example N4:</u> N4*San Antonio*TX*78249~			

Name Loop Ends

Name Loop Starts Here Not Used

N1		Name		
	N101	Entity Identifier Code	2/3	'VN' = Ship From
	N102	Name	1/60	
	N103	ID Code Qualifier	1/2	'92' Assigned by buyer
	N104	Identification Code	2/80	Vendor Number
	<u>Example N1:</u> N1*SF*Ship From Name*92*123456~			

N3		Address Information		
	N301	Address Information	1/55	
	N301	Address Information	1/55	

<u>Seq</u>	<u>Element</u>	<u>Description</u>	<u>Min/Max</u>	<u>Code/Definition</u>
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Example N3: N3*Street Address*PO Box 123~

N4		Geographic Location		
	N401	City Name	2/30	City
	N402	State Code	2/2	State
	N403	Postal Code	3/15	Zip Code

Example N4: N4*Dallas*TX*77334~

Name Loop Ends

Name Loop Starts Here

N1		Name		
	N101	Entity Identifier Code	2/3	'BY' = Buyer
	N102	Name	1/60	
	N103	ID Code Qualifier	1/2	'12' Assigned by buyer
	N104	Identification Code	2/80	Phone Number

Example N1: N1*BY*Valero~

DTM01 Requested	Date/Time Qualifier	3/3	'002' = Delivery
DTM02	Date	8/8	'011' = Ship Date Format CCYYMMDD

Example DTM: DTM*002*20000911~

Line Item Loop Ends Here

<u>Seg</u>	<u>Element</u>	<u>Description</u>	<u>Min/Max</u>	<u>Code/Definition</u>
CTT	Transaction Totals			
	<i>CTT01</i>	Number of Line Items	1/6	Format 999
	<i>CTT02</i>	Hash Total	1/10	Total Qty Ordered (Format 999)
<u>Example CTT:</u> CTT*17*365~				
AMT	<i>AMT01</i>	Qualifier	1/3	1 – Line Item total
	<i>AMT02</i>	Total Balance	1/18	
	<i>AMT03</i>	Debit or Credit	1	D – Debit, C – Credit
SE	Transaction Set Trailer			
	<i>SE01</i>	Number of included segments	1/6	Total segments, ST and SE segments.
including the	<i>SE02</i>	Transaction Set Control #	4/9	Same number as ST02
<u>Example SE:</u> SE*42*000000001~				
GE	Functional Group Trailer			
	<i>GE01</i>	Number of Transaction Sets included	1/6	Total number of sets in the functional
transaction	<i>GE02</i>	Data Interchange Control #	1/9	Same number as GS06
group	<u>Example GE:</u> GE*1*243~			
IEA	Interchange Control Trailer			
	<i>IEA01</i>	Number of Functional Groups	1/5	Total number of groups the interchange
in	<i>IEA02</i>	Interchange Control #	9/9	Same number as ISA13
<u>Example IEA:</u> IEA*1*000000243~				