

Electronic Data Interchange



856 Advance Shipping Notice ANSI 4010

Home Hardware Stores Limited

Advance Ship Notice (ASN 856) Guidelines

Introduction

The purpose of this document is to explain the process of sending the Advance Ship Notice (ASN) to one of Home Hardware's Dealer Support Centre's (DSC). The primary purpose of the ASN is to provide Home Hardware with an electronic copy of a supplier's Bill of Lading or Packing Slip so we can receive your shipments as efficiently and accurately as possible.

At this time, Home Hardware is not in a position to eliminate the paper copies of your shipping documents, so we will require both the paper copy and the electronic copy until further notice.

Key Points

- The ASN should be sent as soon as the truck is sealed or when the shipment leaves the Supplier's facility. The ASN must arrive at Home Hardware before your shipment arrives. This is critical as we need to be as prepared as possible when your product arrives at our DSC's.
- Replacement or updated ASN's are accepted prior to the arrival of the shipment
- Each ASN must be represented by a unique ASN number for each shipment. It is acceptable to combine multiple purchase orders within a single ASN or shipment.
- Each ASN must pertain to only one DSC
- The ASN must be formatted by Tare-Pallet unless there are mixed cartons or cartons are not packed on pallets
- The ASN item quantity recorded in each Tare loop should be the same as what is contained on the pallet
- All backorders should be issued a new and unique ASN Number
- The ASN number(s) should be clearly stated on the Bill of Lading or Packing Slips.
- All ASN's should be acknowledged within 2 hours of their receipt with a 997 Functional Acknowledgement.
- There should not be duplicate Tare or Pack SSCC label IDs (MAN segment)
- LIN/ITEM should be unique for each Tare (SOTI), Pack (SOPI) or PO (SOI) loop. If there are duplicate LIN/ITEMs per Tare, Pack or PO the quantities should be accumulated.
- If a supplier has two items that make up one Home Hardware item there should only be one LIN segment sent back on the ASN. The UPC code should pertain to the finish product, the same as what was sent on the PO.

ASN Structure

Home Hardware can accept the following ASN structures:

Shipment, Order, Tare, Item (SOTI)
Shipment, Order, Package, Item (SOPI)
Shipment, Order, Item (SOI)

Our preference is to receive the SOTI structure (by Tare) with one ASN per shipment as it is much more efficient for our dealer support centers during the receiving process. Each ASN should pertain to one destination and one vendor number and can contain multiple purchase orders.

The key determination of which structure you should be sending us in your ASN is whether or not you will be combining multiple items on a pallet or if you are combining multiple PO's on a single pallet.

All cartons should have a GTIN/Barcode, like the ITF-14 symbology, that can be scanned to identify the item and the quantity that is inside that carton.

SSCC Labeling Requirements

Following are some of the more common shipment scenarios and how Home Hardware will need you to apply the SSCC labels. SSCC labels are only required for pallets, loose or mixed cartons, and packages sent by courier. The tare-pallet formatted ASN should be used unless there are mixed cartons or loose cartons.

Single Purchase Order, Single Destination

Shipments for a single PO being shipped to one of our Dealer Support Centre's should, if possible, be packed on a pallet and shrink wrapped. If all items on a pallet have the same SKU, then one SSCC label is sufficient for each. This SSCC label ID would be identified in the Tare level of the ASN with the MAN segment, and there should be only one LIN segment per item per pallet.

If there are any mixed SKUs on that pallet, but no mixed SKUs in any of the cartons then one SSCC label is sufficient for each pallet with the SSCC ID identified in the Tare level MAN segment.

If there are any mixed cartons on that pallet, then all cartons would require their own SSCC label which would then be identified in the Pack Level of the ASN within the MAN segment.

If the shipment is being sent by a parcel courier, like Purolator, then each carton would require its own SSCC label. This would be identified at the Pack Level of the ASN with the MAN segment.

Multiple Purchase Orders, Single Destination

Shipments for multiple PO's being shipped to one of our Dealer Support Centre's should, if possible, follow the same guidelines as above with only one PO being packed on a single pallet. The second PO would be packed on a second pallet, and the third order on a third pallet, and so on. This would still allow you to follow the SOTI structure in the ASN, as long as there are no mixed items in any carton.

If you are unable to package our shipment for multiple PO's in the above manner, then you should follow the SOI structure. In doing so, there would be no requirement to have a single PO for that pallet.

If this shipment is being sent by a parcel courier, like Purolator, then each carton would require their own SSCC label. This would be identified at the Pack Level of the ASN with the MAN segment.

Multiple Purchase Orders, Multiple Destinations

There are instances where we will issue PO's for St. Jacobs, Debert and Wetaskiwin at approximately the same time and request that you consolidate these orders into a single shipment being delivered to one of our DSC's.

At no time, should those PO's be consolidated on a single or multiple pallets. Each order in this scenario should be packaged by itself. Ideally, each pallet will be identified with an SSCC label that would be sent in the Tare level with a MAN segment.

If you have multiple orders for either St. Jacobs, Debert or Wetaskiwin, those orders can be consolidated together, as long as each carton contains an SSCC label.

Special Orders or Cross Docked PO's

Many suppliers receive Special Orders from Home Hardware that are phoned, faxed or emailed into their Order Desk.

These orders usually contain items that we do not stock in our Dealer Support Centre's for our dealers to order. The shipment method is also defined on these orders as being a direct shipment to our dealer or a Tag For/Cross Dock shipment through one of our DSC's.

If there is only a single carton for this order, then it would require its own SSCC label which is identified in the Pack Level of the ASN with a MAN segment.

These cartons can then be consolidated with our Dealer Support Center order.

If this is a shipment being sent directly to one of our member stores and not being Cross Docked through a DSC, then we do not require the ASN or labels, but it is acceptable to send these ASN's with the store location identified in the Ship To.

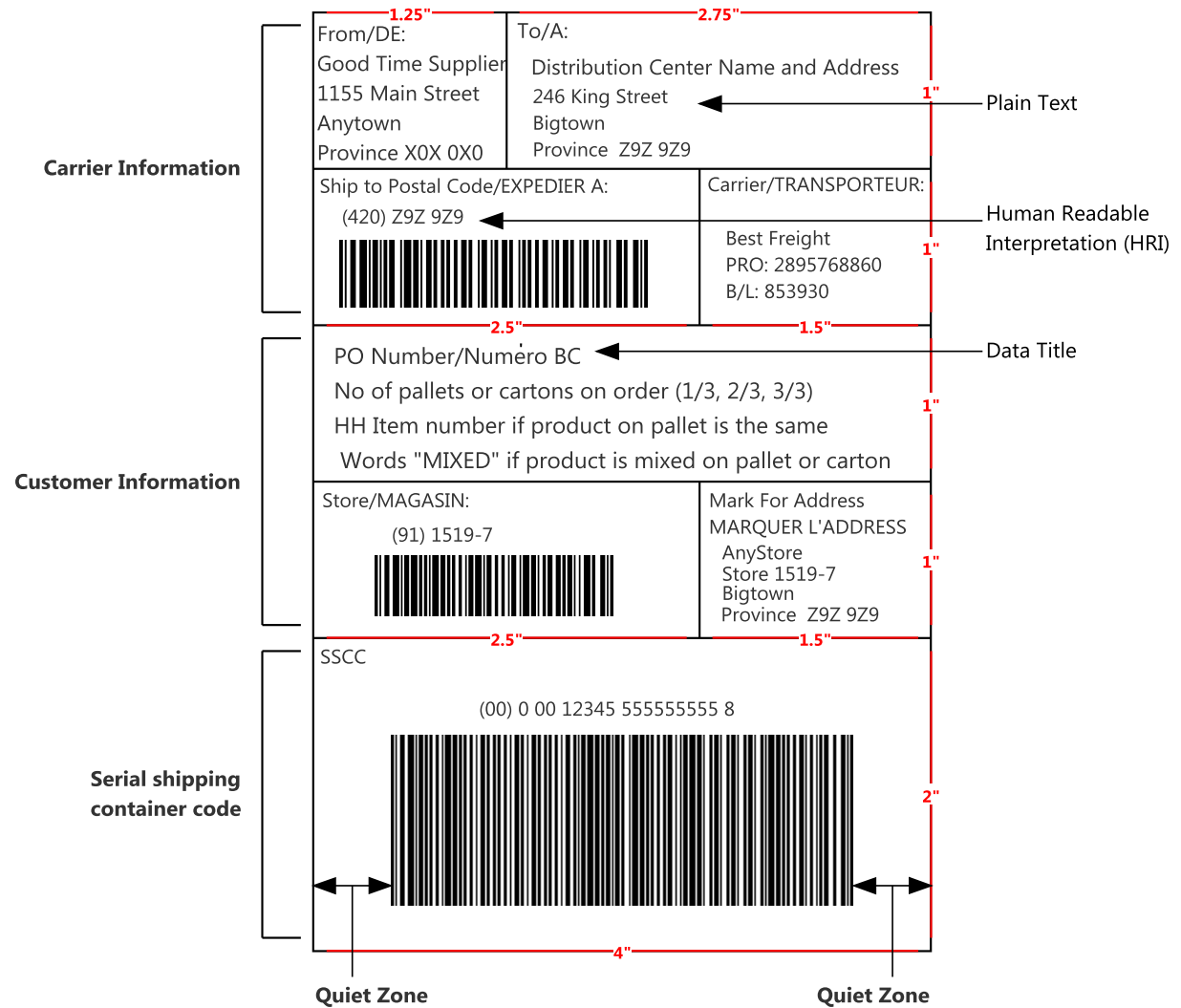
If a UPC or SKU is not available for these types of POs generic data such as 'unknown' or 'not available' should be populated in the LIN segment or the qualifier should be removed and the known data moved over to the mandatory elements LIN02 and LIN03

Pallet and Carton Labeling Guidelines

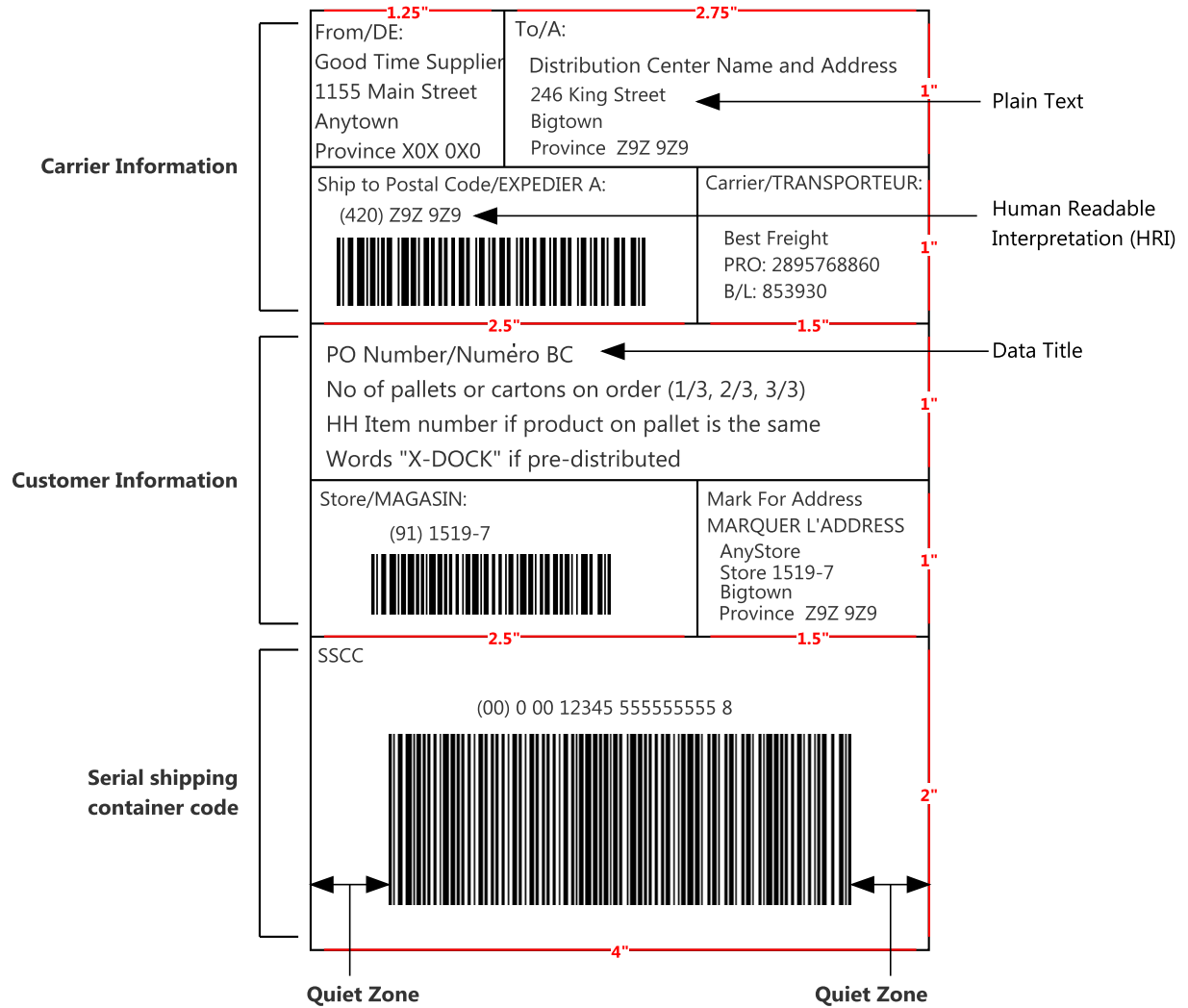
SSCC Label Examples

Mandatory Information for Dealer Support Center PO

The following sample labels provide context and content of information required on the label. The red lines illustrate the dimensions for the various sections of the label, and may vary by +/-0.2 inch.



Mandatory Information for X-Dock Store Ready Pallet or Special PO



If you are already producing a GS1 compliant label for other retailers and do not have the ability to customize the label for Home Hardware, you will need to send a copy of those labels so we can validate they will meet our minimum requirements for our Dealer Support Centre.

BSN – Beginning Segment for Ship Notice

Mandatory

Element	ID	Name	Value	Comments
BSN01	353	Transaction Set Purpose Code	00	Original
			01	Cancellation
			04	Change
			05	Replace
BSN02	396	Shipment Identification		Unique number assigned by shipper to identify the shipment
BSN03	373	Date		Date ASN is created
BSN04	337	Time		Time ASN is created
BSN05	1005	Hierarchical Structure Code	0001	Shipment, Order, Packaging, Item
			0004	Shipment, Order, Item

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

**** Maximum length for BSN02 ASNID is**

Example: BSN*00*12345*20100714*140255*0001~

HL – Hierarchical Segment

Mandatory

Element	ID	Name	Value	Comments
HL01	628	Hierarchical ID Number	1	
HL03	735	Hierarchical Level Code	S	Shipment

Example: HL *1**S~

TD1 – Carrier Details (Quantity and Weight)

Mandatory

Element	ID	Name	Value	Comments
TD101	103	Packaging Code	CTN25 PLT71	Cartons Pallet/Skid
TD102	80	Lading Qty		Qty of the above Packaging Code
TD106	187	Weight Qualifier	G	Gross Weight
TD107	81	Weight		Shipment Weight
TD108	355	Unit of Basis for Measurement Code	KG LB	Kilogram Pound

****Notes:** TD106, TD107 and TD108 are required, TD101 and TD102 are optional

Example: TD1*CTN25*20****G*4500*KG~

TD5 – Carrier Details (Routing)

Mandatory

Element	ID	Name	Value	Comments
TD505	387	Routing		Free Form Description of Carrier

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

Example: TD5*****Home Hardware Truck~

TD3 – Carrier Details (Equipment)

Optional

Element	ID	Name	Value	Comments
TD301	40	Equipment Description Code	TL CN TV	Trailer Container Truck/Van

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

Example: TD3*TL~

REF – Reference Identification

Mandatory

Element	ID	Name	Value	Comments
REF01	128	Reference Identification Qualifier	BM	Bill of Lading Number
REF02	127	Reference Identification		Shipper's Bill of Lading

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

Example: REF*BM*123456~

REF – Reference Identification

Mandatory

Element	ID	Name	Value	Comments
REF01	128	Reference Identification Qualifier	CN	Carrier Reference Number
REF02	127	Reference Identification		Carriers Reference Number for the Shipment

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

Example: REF*CN*123456~

REF – Reference Identification

Mandatory

Element	ID	Name	Value	Comments
REF01	128	Reference Identification Qualifier	IA	Internal Vendor Number from Purchase Order
REF02	127	Reference Identification		

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

Example: REF*IA*V1234~

DTM – Date/Time Reference

Mandatory

Element	ID	Name	Value	Comments
DTM01	374	Date/Time Qualifier	011	Ship Date
DTM02	373	Date		Date (CCYYMMDD)

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

Example: DTM*011*20100714~

FOB – FOB Related Instructions

Mandatory

Element	ID	Name	Value	Comments
FOB01	146	Shipment Method of Payment	CC	Collect
			PP	Prepaid (By Seller)

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

Example: FOB*CC~

N1 – Name – Ship From

Mandatory

Element	ID	Name	Value	Comments
N101	98	Entity Identifier Code	SF	Ship From
N102	93	Name		Free Form Name (O)
N103	66	Identification Code Qualifier	92	Assigned by Seller
N104	67	Identification Code		

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

****Additional N2, N3 and N4 segments can be sent, but are not required.**

Example: N1*Sf*ABC Company*92*01~

N1 – Name – Ship To

Mandatory

Element	ID	Name	Value	Comments
N101	98	Entity Identifier Code	ST	Ship To
N102	93	Name		Free Form Name (O)
N103	66	Identification Code Qualifier	93	Assigned by Buyer
N104	67	Identification Code		Home Hardware Location

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

****Additional N2, N3 and N4 segments can be sent, but are not required.**

Example: N1*ST*Home Hardware – St. Jacobs*93*2014817930001~

HL – Hierarchical Segment

Mandatory

Element	ID	Name	Value	Comments
HL01	628	Hierarchical ID Number	2	
HL02	734	Hierarchical Parent ID	1	
HL03	735	Hierarchical Level Code	O	Order

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

Example: HL*2*1*O~

PRF – Purchase Order Reference

Mandatory

Element	ID	Name	Value	Comments
PRF01	324	Purchase Order Number		Home Hardware PO #
PRF04	373	Date	CCYYMMDD	Purchase Order Date

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

Example: PRF*Z008S06500***20100801~

N1 – Name – Ordered By

Mandatory

Element	ID	Name	Value	Comments
N101	98	Entity Identifier Code	OB	Ordered By
N102	93	Name		Free Form Name (O)
N103	66	Identification Code Qualifier	93	Assigned by Buyer
N104	67	Identification Code		Home Hardware Location

****Notes:** N102 is optional, all other elements are required

Example: N1*OB*Home Hardware – St. Jacobs*93*2014817930001~

N3 – Address Information

Optional

Element	ID	Name	Value	Comments
N301	166	Address Information		
N302	166	Address Information		

Example: N3*34 Henry Street*Suite 1~

N4 – Geographic Location

Mandatory

Element	ID	Name	Value	Comments
N401	19	City Name		
N402	156	State or Province Code		
N403	116	Postal Code		

****Notes:** N401 and N402 are optional, N403 is mandatory.

Example: N4*St. Jacobs*ON*N0B 2N0*~

The Tare or the Pack HL level should be sent. Please see explanations on page 2 and 3 to determine which level you should be sending. This includes the corresponding MAN segment for this level.

HL – Hierarchical Segment

Conditional

Element	ID	Name	Value	Comments
HL01	628	Hierarchical ID Number	3	
HL02	734	Hierarchical Parent ID	2	
HL03	735	Hierarchical Level Code	T	Tare

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

**** LIN/ITEM** should be unique for each Tare or Pack. If there is duplicate LIN/ITEM per Tare or Pack the quantities should be accumulated.

Example: HL *3*2*T~

MAN – Marks and Numbers

Conditional

Element	ID	Name	Value	Comments
MAN01	88	Marks and Numbers Qualifier	GM	
MAN02	87	Marks and Numbers		SSCC-18 Number

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

****The ID** sent in the MAN segment is the SSCC label's ID. It should be the same as the one affixed to pallet with the corresponding items.

Example: MAN*GM*00000219888874780817~

HL – Hierarchical Segment

Conditional

Element	ID	Name	Value	Comments
HL01	628	Hierarchical ID Number	3	

HL02	734	Hierarchical Parent ID	2	
HL03	735	Hierarchical Level Code	P	Pack

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

Example: HL*4*3*P~

MAN – Marks and Numbers

Conditional

Element	ID	Name	Value	Comments
MAN01	88	Marks and Numbers Qualifier	GM	
MAN02	87	Marks and Numbers		SSCC-18 Number

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

Example: MAN*GM*00000219888874780817~

HL – Hierarchical Segment

Mandatory

Element	ID	Name	Value	Comments
HL01	628	Hierarchical ID Number	3	
HL02	734	Hierarchical Parent ID	2	
HL03	735	Hierarchical Level Code	I	Item

****Notes:** at minimum, all elements are required, additional elements may be sent but will not be used.

Example: HL*5*4*I~

LIN – Item Identification

Mandatory

Element	ID	Name	Value	Comments
LIN01		Line Identification Number		
LIN02	235	Product Service ID Qualifier	UP	UPC Qualifier
LIN03	234	Product Service ID		Item UPC/GTIN Code
LIN04	235	Product Service ID Qualifier	VN VC	Vendors Item Number
LIN05	234	Product Service ID		Supplier Product Code
LIN06	235	Product Service ID Qualifier	CB	Buyers Code Qualifier

LIN07	234	Product Service ID		Home Hardware Item #
LIN08	235	Product Service ID Qualifier	UK	UPC/EAN Case Code
LIN09	234	Product Service ID		Suppliers Case Code

****The use of CB is required, UP should always be sent if there is a UPC and VN and UK are optional.**

****The CB product code should not contain any dashes or spaces between the item code**

**** LIN, SN1, PO4 should not be sent for products with zero quantities.**

**** LIN/ITEM should be unique for each Tare or Pack. If there is duplicate LIN/ITEM per Tare or Pack the quantities should be accumulated.**

Example: LIN*1*UP*1-23456-78901-2*VN*1245SX*CB*001234567~

SN1 – Item Detail (Shipment)

Mandatory

Element	ID	Name	Value	Comments
SN102	382	Number of Units Shipped		Qty Shipped
SN103	355	Unit or Basis for Measurement Code		Unit of Measure
SN105	330	Quantity Ordered		Order Qty from PO
SN106	355	Unit or Basis for Measurement Code		Unit of Measure

****Notes: at minimum, all elements are required, additional elements may be sent but will not be used.**

****Notes: LIN, SN1, PO4 should not be sent for products with zero quantities.**

****UOM should reflect what is sent on the purchase order *****

Example: SN1**24*EA**24*EA~
SN1**24*EA**48*EA~

PO4 – Item Physical Details

Requested

Element	ID	Name	Value	Comments
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PO401	356	Pack		Pack Qty – number of eaches in each Pack
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****Notes: at minimum, all elements are required, additional elements may be sent but will not be used.**

****Notes: LIN, SN1, PO4 should not be sent for products with zero quantities.**

Example: PO4*12~

CTT – Transaction Totals

Mandatory

Element	ID	Name	Value	Comments
CTT01	354	Number of Line Items		Total Number of Line Items

****Notes: at minimum, all elements are required, additional elements may be sent but will not be used.**

Example: CTT*5~

SAMPLES

Home Hardware uses the HL Tare level to represent a pallet and HL Pack level to represent a carton. The SSCC label is only required for shrink wrapped pallets; loose cartons; or mixed cartons. The GTIN label is also required – the supplier guide can be viewed at <https://www.homehardware.ca/supplier-guide>. Home Hardware's preferred ASN format is consolidated by pallet (Tare) – one ASN per shipment per destination, with all POs containing the same vendor number. The verification list (further below) should be used before transmitting the test documents.

SOTI - The shipment contains two orders with a total of three pallets containing mixed SKUs, each carton containing the same SKU. (HL=T):

```
ISA*00* 00* *12*5196982808 *01*201481793 *140502*1415*U*00401*100000154*0*P* }
GS*SH*5196982808*201481793*20140502*1415*1154*X*004010
ST*856*1154
BSN*00*66*20140502*1411*0001
HL*1**S
TD1*****G*40.0*LB
TD5*****HOME HDWE TRUCK S J 5196644940
REF*BM*HH050214
REF*CN*05022014
REF*IA*V5199
DTM*011*20140502
FOB*CC
N1*SF*Freeman Industries Inc.*92*V5199
N1*ST*HOME HARDWARE - ST. JACOBS*93*2014817930001
HL*2*1*O
PRF*p312S08848***20131219
N1*OB*HOME HARDWARE - ST. JACOBS*93*2014817930001
HL*3*2*T
MAN*GM*00100123460001442500
HL*4*3*I
LIN**UP*775658050300*VN*FI-5030*CB*007310073
SN1**4*EA**8*EA
PO4*4
HL*5*3*I
LIN**UP*057003466975*VN*RE7070*CB*008662440
SN1**12*PK**12*PK
PO4*12
HL*6*2*T
MAN*GM*00100123460001442600
HL*7*6*I
LIN**UP*775658084008*VN*FI-8400G*CB*006840218
SN1**40*EA**40*EA
PO4*20
HL*8*6*I
LIN**UP*775658050300*VN*FI-5030*CB*007310073
SN1**4*EA**8*EA
PO4*4
HL*9*1*O
PRF*T404S07142***20140416
N1*OB*HOME HARDWARE - ST. JACOBS*93*2014817930001
HL*10*9*T
MAN*GM*000005700300000076701
HL*11*10*I
LIN**UP*057003399952*VN*RE141*CB*002566583
SN1**1*RL**1*RL
PO4*12
HL*12*10*I
```

LIN**UP*057003305496*VN*RE1032BYB*CB*005466845
SN1**10*EA**50*EA
PO4*6
HL*13*10*I
LIN**UP*057003660953*VN*RE172*CB*002566404
SN1**1*PK**1*PK
PO4*12
HL*14*10*I
LIN**UP*057003466975*VN*RE7070*CB*008662440
SN1**12*PK**12*PK
PO4*12
CTT*84
SE*58*1154
GE*1*1154
IEA*1*100000154

SOTI - The shipment contains 3 pallets, each containing the same SKU (HL = T):

ISA*00* *00* *12*5196982808 *01*201481793 *140502*1415*U*00401*100000154*0*P*}
GS*SH*5196982808*201481793*20140502*1415*1154*X*004010
ST*856*1154
BSN*00*66*20140502*1411*0001
HL*1**S
TD1*****G*40.0*LB
TD5*****HOME HDWE TRUCK S J 5196644940
REF*BM*HH050214
REF*CN*05022014
REF*IA*V5199
DTM*011*20140502
FOB*CC
N1*SF*Freeman Industries Inc.*92*V5199
N1*ST*HOME HARDWARE - ST. JACOBS*93*2014817930001
HL*2*1*O
PRF*p312S08848***20131219
N1*OB*HOME HARDWARE - ST. JACOBS*93*2014817930001
HL*3*2*T
MAN*GM*00100123460001442100
HL*4*3*I
LIN**UP*775658050300*VN*FI-5030*CB*007310073
SN1**20*EA**40*EA
PO4*4
HL*5*2*T
MAN*GM*00100123460001442200
HL*6*5*I
LIN**UP*775658050300*VN*FI-5030*CB*007310073
SN1**20*EA**40*EA
PO4*4
HL*7*2*T
MAN*GM*00100123460001442300
HL*8*7*I
LIN**UP*775658084008*VN*FI-8400G*CB*006840218
SN1**320*EA**320*EA
PO4*4
CTT*360
SE*35*1154
GE*1*1154
IEA*1*100000154

SOPI - The shipment contains 2 cartons packed on a pallet, 1 carton has mixed SKUs and one the same SKU (HL = P):

ISA*00* *00* *12*9056487188 *01*201481793 *140502*1054*U*00401*100000113*0*P*}
GS*SH*9056487188*201481793*20140502*1054*1113*X*004010
ST*856*1113
BSN*00*34*20140502*1051*0001
HL*1**S
TD1*****G*163.0*LB
TD5*****PREPAID 0000000000
REF*BM*Purolator
REF*CN*603080432942
REF*IA*V4837
DTM*011*20140501
FOB*PP
N1*SF*Incom*92*4837
N1*ST*HOME HARDWARE - ST. JACOBS*93*2014817930001
HL*2*1*O
PRF*404S07142***20140416
N1*OB*HOME HARDWARE - ST. JACOBS*93*2014817930001
HL*3*2*P
MAN*GM*00000570030000076700
HL*4*3*I
LIN**UP*057003399952*VN*RE141*CB*002566583
SN1**1*RL**1*RL
PO4*12
HL*5*3*I
LIN**UP*057003305496*VN*RE1032BYB*CB*005466845
SN1**10*EA**50*EA
PO4*6
HL*6*3*I
LIN**UP*057003660953*VN*RE172*CB*002566404
SN1**1*PK**1*PK
PO4*12
HL*7*3*I
LIN**UP*057003466975*VN*RE7070*CB*008662440
SN1**12*PK**12*PK
PO4*12
HL*8*3*I
LIN**UP*057003238978*VN*RE629BL*CB*002566814
SN1**40*EA**40*EA
PO4*8
HL*9*3*I
LIN**UP*057003713970*VN*RE3955*CB*002566574
SN1**12*EA**12*EA
PO4*12
HL*10*2*P
MAN*GM*00000570030000076800
HL*11*10*I
LIN**UP*057003399952*VN*RE141*CB*002566583
SN1**200*RL**300*RL
PO4*12
CTT*276
SE*43*1113
GE*1*1113
IEA*1*100000113

SOP1 - The shipment contains 1 carton and is shipped by courier (HL = P):

ISA*00* *00* *12*9056487188 *01*201481793 *140502*1054*U*00401*100000113*0*P*}
GS*SH*9056487188*201481793*20140502*1054*1113*X*004010
ST*856*1113
BSN*00*34*20140502*1051*0001
HL*1**S
TD1*****G*163.0*LB
TD5*****PREPAID 0000000000
REF*BM*Purolator
REF*CN*603080432942
REF*IA*V4837
DTM*011*20140501
FOB*PP
N1*SF*Incom*92*4837
N1*ST*HOME HARDWARE - DEBERT*93*2014817930002
HL*2*1*O
PRF*T404D07142***20140416
N1*OB*HOME HARDWARE - DEBERT*93*2014817930002
HL*3*2*P
MAN*GM*00000570030000076400
HL*4*3*I
LIN**UP*057003399952*VN*RE141*CB*002566583
SN1**60*RL**60*RL
PO4*12
HL*5*3*I
LIN**UP*057003305496*VN*RE1032BYB*CB*005466845
SN1**54*EA**54*EA
PO4*6
HL*6*3*I
LIN**UP*057003660953*VN*RE172*CB*002566404
SN1**60*PK**60*PK
PO4*12
CTT*174
SE*43*1113
GE*1*1113
IEA*1*100000113

VERIFICATION LIST

- ___ Ensure it passes the X12 standards
- ___ Ensure the supplier ID is present (REF*IA)
- ___ Ensure the Ship to ID is present and corresponds to the PO's DSC (N1*ST)
- ___ Ensure Ship From (N1*SF) and Ordered By (N1*OB) IDs are present
- ___ Ensure ASN is formatted by pallet (SOTI) for all shipments except for ones with loose cartons or cartons containing mixed product
- ___ Ensure the products will fit on the pallet or in the carton
- ___ Ensure HH's item number and UPC are present (LIN*CB, *UP)
- ___ Ensure UOM is the same as the EDI PO 850
- ___ Ensure the application ID and company ID are contained within the SSCC ID (MAN)
- ___ Ensure all SSCC IDs are unique (MAN) across all ASNs
- ___ Ensure the item is not duplicated within a carton (HL-P) or pallet (HL-T) level loop or shipment loop if no carton or pallets (SOI format)
- ___ Ensure there is a sample of a consolidated ASN-multiple POs to 1 DSC, same vendor#
- ___ Ensure the SSCC ID (MAN) matches the SSCC label
- ___ If one HH item = multiple vendor items there should only be one LIN segment for that item with the same SKU as the PO 850
- ___ An item/UPC cross reference XL report will be provided – ensure items are synchronized
- ___ Ensure end-users are trained
- ___ Verify supplier guide (homehardware.ca 'About Us' link)