



## **Workhuman**

### **855 Purchase Order Acknowledgment**

Version 4010

Stage EDI ID: ZZ\*LB133379  
 Production EDI ID: ZZ\*LB133379

## 855 Purchase Order

Functional Group = PR

### Header

USER REQ	REQ DES.	MAX USE	POS NO.	SEGMENT ID	SEGMENT NAME
M	M	1	010	ST	Transaction Set Header
M	M	1	020	BAK	Beginning Segment for Purchase Order Acknowledgment
M	O	10	150	DTM	Date/Time Reference

### Detail

USER REQ	REQ DES.	MAX USE	POS NO.	SEGMENT ID	SEGMENT NAME
M	M	1	010	<b>LOOP PO1</b>	<b>Max: 100000</b> <b>Required</b>
				PO1	Baseline Item Data
M	M	1	270	<b>LOOP ACK</b>	<b>Max: 104</b> <b>Required</b>
				ACK	Line Item Acknowledgment
O	M	1	350	<b>LOOP N9</b>	<b>Max: 1000</b> <b>Required</b>
				N9	Reference Identification

### Summary

USER REQ	REQ DES.	MAX USE	POS NO.	SEGMENT ID	SEGMENT NAME
M	M	1	010	<b>LOOP CTT</b>	<b>Max: 1</b> <b>Required</b>
				CTT	Transaction Totals
M	M	1	030	SE	Transaction Set Trailer

**ST Transaction Set Header**

**Position:** 010

**Loop:**

**Level:** Header

**User Req:** Required

**Max Use:** 1

**Notes:** Example: ST\*855\*12345~

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	ST01	143	Transaction Set Identifier Code 855	ID	3/3
				855 Purchase Order Acknowledgment		
M	M	ST02	329	Transaction Set Control Number Unique Control Number	AN	4/9

**BAK Beginning Segment for Purchase Order Acknowledgment**

**Position:** 020  
**Loop:**  
**Level:** Header  
**User Req:** Required  
**Max Use:** 1  
**Notes:** Example: BAK\*00\*AC\*PO123\*20250304\*\*\*\*12345\*20250304~

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	BAK01	353	Transaction Set Purpose Code 00 Original 01 Cancellation	ID	2/2
M	M	BAK02	587	Acknowledgment Type AC Acknowledge - With Detail and Change AD Acknowledge - With Detail, No Change	ID	2/2
M	M	BAK03	324	Purchase Order Number PO Number from the 850 PO	AN	1/22
M	M	BAK04	373	Date YYYYMMDD	DT	8/8
O	O	BAK08	127	Reference Identification Acknowledgement Number	AN	1/30
O	O	BAK09	373	Date Acknowledgement Date YYYYMMDD	DT	8/8

**DTM**

**DTM Date/Time Reference**

**Position:** 150

**Loop:**

**Level:** Header

**User Req:** Required

**Max Use:** 10

**Notes:** Example: DTM\*068\*20240330  
If a PO is to go on back order, please submit this date.

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
X	M	DTM01	374	Date/Time Qualifier	ID	3/3
				Workhuman Requires an Estimated Ship Date. If one is not readily available, please provide the closest date possible. If a PO is to go on back order, please submit this date.		
				068 Current Schedule Ship		
M	O	DTM02	373	Date	DT	8/8
				YYYYMMDD		

**PO1 Baseline Item Data**

**Position:** 010  
**Loop:** PO1  
**Level:** Detail  
**User Req:** Required  
**Max Use:** 1  
**Notes:** Example: PO1\*1\*1\*EA\*\*\*VN\*SKU123\*IN\*SKU321~

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	O	PO101	350	Assigned Identification Line number: Must match the line number from the PO.	AN	1/20
M	O	PO102	330	Quantity Ordered Order Quantity: Workhuman does not accept partial shipments / cancellations. Fill/Kill at the order level is required.	R	1/15
M	O	PO103	355	Unit or Basis for Measurement Code EA Each PK Package BX Box PL Pallet/Unit Load	ID	2/2
M	O	PO106	235	Product/Service ID Qualifier Vendor SKU VN Vendor's (Seller's) Item Number	ID	2/2
M	O	PO107	234	Product/Service ID Vendor SKU	AN	1/48
M	O	PO108	235	Product/Service ID Qualifier Workhuman SKU IN Buyer's Item Number	ID	2/2
M	O	PO109	234	Product/Service ID Workhuman SKU	AN	1/48

**ACK**

**ACK Line Item Acknowledgment**

**Position:** 270  
**Loop:** ACK  
**Level:** Detail  
**User Req:** Required  
**Max Use:** 1

**Notes:** Purpose is to indicate quantity being accepted, cancelled or shipped.  
 \*\*ACK05 (068) is required only when accepting (IA) or backordering (IB)  
 Example: ACK\*IA\*1\*EA

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	ACK01	668	Line Item Status Code	ID	2/2
				IA Item Accepted		
				IR Item Rejected		
				IB Item Backordered		
M	O	ACK02	380	Quantity	R	1/15
				Full line quantity only		
M	O	ACK03	355	Unit or Basis for Measurement Code	ID	2/2
				Unit of measure matching the PO1		
				EA Each		
				PK Package		
				BX Box		
				PL Pallet/Unit Load		
X	O	ACK04	374	Date/Time Qualifier	ID	3/3
				Line level scheduled ship date		
				068 Current Schedule Ship		
X	O	ACK05	373	Date	DT	8/8
				YYYYMMDD		

**N9**

**N9 Reference Identification**

**Position:** 350  
**Loop:** N9  
**Level:** Detail  
**User Req:** Optional  
**Max Use:** 1

**Notes:** Used to describe change. If item is cancelled this field must be used.  
 Must use this segment if you are cancelling items in ACK (if ACK01 is IR)

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	N901	128	Reference Identification Qualifier	ID	2/3
				TD Reason for Change		
M	O	N902	127	Reference Identification	AN	1/30
				Valid descriptions include: Invalid SKU Cancelled at retailers request Cannot ship using provided ship method Cannot ship to PO Box. Cannot fulfill in time Administrative Request Bad Address Discontinued Item Invalid Ship Method Customer changed mind Info missing on purchase order Out of stock Other Item recall Fraud detected Duplicate Order Invalid item cost		

**CTT**

**CTT Transaction Totals**

**Position:** 010  
**Loop:** CTT  
**Level:** Summary  
**User Req:** Required  
**Max Use:** 1

User Req	Req	Ref.	Data	Element Name	Data Type	Min/Max
Des.	Des.	Des.	Element			Len.

**SE Transaction Set Trailer**

**Position:** 030  
**Loop:**  
**Level:** Summary  
**User Req:** Required  
**Max Use:** 1

User Req	Req	Ref.	Data	Element Name	Data Type	Min/Max
	Des.	Des.	Element			Len.