



## PURCHASE ORDER INTEGRATION FROM PRINCIPAL TO POSTI WMS

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### Posti

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#### *Detailed instructions for InPurchaseOrder XML usage*

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**Document Approval History**

Name	Signature	Date	Version Approved / Comments

**Related or Reference Documents**



*Detailed instructions for InPurchaseOrder XML usage*

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<b>Document Name</b>	<b>Description</b>	<b>Owner</b>	<b>Location</b>
InPurchaseOrder.xlsx	Description of InPurchaseOrder XML fields		
InPurchaseOrder	Example of InPurchaseOrder XML file		

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## 1 General

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### 1.1 Purpose

InPurchaseOrder is the standard way to transfer purchase orders to Posti Logistics and it consists of purchase order information from principal to Posti WMS.

The purpose of this document is to define technically how InPurchaseOrder message is used and what kind of data is needed in Posti's systems.

The actual logistics services are described in the contract between Posti and principal.

## 2 Overview

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### 2.1 Technical Requirements Reference

- Interface for application to application integration. (High volume customers)
- WMS online web application. (Low volume customers)

## 3 Assumptions and Dependencies

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### 3.1 Assumptions

- Data is case sensitive.
- Decimal separator is dot.
- Date format is YYYY-MM-DDTHH:MM:SS+2:00.

### 3.2 Dependencies

The following list consists of values which are predefined by Posti. More information later in this document.

- Units of measure (more information in InItemMaster documentation).
- Order type.
- Freight terms.
- Product class.

- Order and line reference types.
  - Order and line instruction types.
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## 4 Purchase Order management

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### 4.1 Create purchase order and order lines

If purchase order or line does not exist in Posti WMS, it will be created.

### 4.2 Update purchase order and order lines

If purchase order exists in Posti WMS, it will be updated.

- Change in requested quantity, debit or credit.
- Cancel of all of the order lines.
- Cancel of one or some of the order lines.
- Adding an order line to purchase order.
- Change in the estimated time of arrival date.

## 5 Component Design

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### 5.1 Order/MetaData

MetaData is used for message quality control and routing purposes.

#### 5.1.1 **DocumentType**

Name of the document. Default value is InPurchaseOrder.

#### 5.1.2 **CreationDateTime**

Date and time of message creation. If principal sets the time, it will be used. Otherwise Posti will use the current date and time of when the message is received.

#### 5.1.3 **SourceOrganizationId**

Code for the organization that sends the purchase order message. This code is provided by Posti (principal identifier). The correct code must be used or the message will fail in the integration layer.

#### 5.1.4 **ExternalUserId**

Identifier of the principal in external system (OVT code, EDI sender ID).

#### 5.1.5 **Language**

Language code of the purchase order in two-letter ISO 639-1 format, e.g. FI.

### 5.1.6 MessageIdentifier

Identifier of the message which is unique at least in the scope of message sender. If no value is given, Posti will generate a unique identifier (UUID).

MessageIdentifier can be used for troubleshooting purposes to uniquely identify any message that has been sent or received by Posti integration environment.

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## 5.2 Order

### 5.2.1 ReqDeliveryDate

Requested delivery date. This date is also used on order line level during order creation if requested delivery date is not given on that level.

### 5.2.2 ReceivingNode

Code for the Posti node or warehouse which will receive the purchase order.

Available list of receiving nodes:

- Voutila = 12.

### 5.2.3 OrderType

Order classification attribute.

This field can be used for reporting purposes or to build conditions for modeling business process. If special order types are needed, it must be based on the contract made between principal and Posti.

Instantly usable values are T (default value) and N.

All possible (explicitly agreed on the contract made between principal and Posti) values are listed in the table below

Value	Description
AH	Subcontracting
C	CSV order
E	Pre-order
GDS	Glue Dropship
GDSR	GLUE Dropship Reservation
H	Delivery to maintenance
M	Delivery to store
M2	Delivery to store 2



MP	Express delivery to store
N	Pick-up order
N2	Pick-up point of order
NM	Pickup from store
NM2	Pickup from store 2
P	Express order
P2	Express order 2 – Posti Fast Track
PT	Return to supplier
R	Delivery to demolition
T	Order
T2	Order 2 type
T3	Order 3PL delivery
TA	Order with time constraint
V	Delivery to warehouse
VP	Express delivery to warehouse
W	eCommerce/Web order
WO	Work Order - Sales

#### 5.2.4 FreightTerms

International Commercial Terms (“Incoterms”) are internationally recognized standard trade terms used in sales contracts. They’re used to make sure buyer and seller know:

- Who is responsible for the cost of transporting the goods, including insurance, taxes and duties.
- Where the goods should be picked up from and transported to.
- Who is responsible for the goods at each step during transportation.

Incoterms are used in a 3-letter format. Incoterms 2010 is used, but it is possible to add terms based on the contract between principal and Posti, if such business needs arise.

Valid values:

- CFR Cost & Freight
- CIF Cost, Insurance & Freight
- CIP Carriage and Insurance Paid to
- COL Collect (Returns)
- CPT Carriage Paid To
- DAP Delivered At Place
- DAT Delivered At Terminal

DDP Delivered Duty Paid  
EXW Ex Works  
FAS Free Alongside Ship  
FCA Free Carrier  
FOB Free On Board  
PRE Prepaid (Returns)  
TPB Third party (Returns)

#### 5.2.5 CustomerPONo

Principal's purchase order number.

#### 5.2.6 CancelMissingLines

Flag to indicate whether missing lines should be cancelled. Default value: Y.

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### 5.3 Order/OrderLines/OrderLine

#### 5.3.1 Action

Action to perform on this OrderLine.

Valid values:

- CREATE – Adds a new line.
- CANCEL – Tries to cancel the OrderLine if cancellable.
- MODIFY – Changes a line.

Default value: CREATE/MODIFY.

#### 5.3.2 OrderedQty

The quantity of the line item that is being ordered. This quantity is in inventory unit of measure.

#### 5.3.3 ReqDeliveryDate

Requested delivery date. If no value is given on this level, the requested delivery date from order level is used on order line level during order creation.

This is the date when goods are expected to arrive to stock and receiving actions in stock are planned based on this date. The cost impact could be about 2 – 5 %.

#### 5.3.4 CustomerLinePONo

Principal's purchase order line number.

#### 5.3.5 Segment

Indicates Segment for the order line.

#### 5.3.6 SegmentType

Segment type and Segment are used to indicate that the order line needs a specific additional service and to indicate that this order line should be picked from a certain inventory stack.

The use of Segment type and Segment should be agreed with Posti and described in the contract between principal and Posti.

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### 5.4 Order/OrderLines/OrderLine/Item

#### 5.4.1 UnitOfMeasure

Unit of measure (UOM) code of the item.

Unit of measure has to be one of the ones given for item in item master.

#### 5.4.2 SupplierItem

Supplier's item ID. No functionality in WMS.

#### 5.4.3 SupplierItemDesc

Supplier's item description.

#### 5.4.4 ProductClass

Product class. This field is used as an inventory identifier.

Product classes are predefined by Posti. If product classes based on principal's own values are needed, they are agreed and described in the contract between principal and Posti.

Available list of values:

Product Class	Name FI	Name EN	Kuvaus	Description
NORM	Vapaa varasto	Unrestricted Stock	Priima tuote, vapaa varasto	Receiving to unrestricted stock, default
BRKN	Rikkoutuneet	Broken Stock	Käytetään varaston vastaanotossa, rikki varastolle saapuessa.	Receive as broken products
RTRN	Palautus toimittajalle	Return to Vendor	Odottaa palautusta tavarantoimittajalle	Item received is waiting to be returned to vendor.
SCRP	Romutus	Scrap	Odottaa hävitystä	Item received is waiting to be delivered to scrapping.
BSTK	Kakkoslaatu	B Stock	Kakkoslaatuisen tuotteen saldo	Item received is to be handled as B quality stock.
FRWD	Toimitus eteenpäin	Forwarding	Odottaa toimitusta	Item received is to be forwarded to another address.
DSHP	Palautus toimittajalle (GLUE)	Return to Vendor (GLUE)	Odottaa palautusta tavarantoimittajalle (toimitusmyynti=Glue)	Item received is waiting to be returned to vendor (GLUE).

#### 5.4.5 ItemID

Identifier for the item (same as in item master).

#### 5.4.6 ItemDesc

Description of the item.

#### 5.4.7 CountryOfOrigin

Item's country of origin/manufacture. Use ISO 3166-1 alpha-2 format codes.

### 5.5 Order/OrderLines/OrderLine/Extn

#### 5.5.1 ExtnCustomerSalesUOM

Customer sales unit of measure.

#### 5.5.2 ExtnCustomerSalesUOMConversion

Multiplier that can be used together with base unit quantity to gain quantity in sales unit.

## 5.6 Order/OrderLines/OrderLine/Instructions/Instruction

Purchase order line instruction types are predefined by Posti. In Posti WMS there is no standard logistic process based on purchase order line instructions.

Instructions are typically used at:

- Beginning of inbound printouts.
- End of inbound printouts.
- Beginning of receiving list.
- End of receiving list.

If instructions are needed, they are agreed and described in the contract between principal and Posti.

### 5.6.1 **InstructionType**

Name of the predefined instruction type.

### 5.6.2 **InstructionText**

Free-form instruction text for the given instruction type.

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## 5.7 Order/OrderLines/OrderLine/References/Reference

Order line references are used only as pass-through data and are sent back to principal in OutReceiptConfirmation.

If references are needed, they are agreed and described in the contract between principal and Posti.

### 5.7.1 **Name**

The name of the reference.

### 5.7.2 **Value**

Free-form text associated with the reference name.

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## 5.8 Order/Instructions/Instruction

Purchase order instruction types are predefined by Posti. In Posti WMS there is no standard logistic process based on purchase order instructions.

Instructions are typically used in:

- Inbound printouts
- Receiving list

If instructions are needed, they are agreed and described in the contract between principal and Posti.

**5.8.1 InstructionType**

Name of the predefined instruction type.

**5.8.2 InstructionText**

Free-form instruction text for the given instruction type.

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**5.9 Order/PersonInfoBillTo**

Bill-to address is typically the same as buyer in principal's purchase order and from Posti WMS point of view the same as principal itself. This is optional information and not used in logistics services.

**5.9.1 FirstName**

The first name of the person. If last name and first name are not used in separate fields, then both names are written in the FirstName field.

**5.9.2 LastName**

The last name of the person. This is used only if person's first name and last name are used separately.

**5.9.3 Company**

The company this person is associated with. If company name is known, it is written here.

**5.9.4 Country**

The country in the address. We recommend usage of 2 byte ISO Country Codes.

**5.9.5 ZipCode**

The zip code in the address.

**5.9.6 City**

The city in the address.

**5.9.7 AddressLine1**

The address line 1 field.

**5.9.8 AddressLine2**

The address line 2 field.

### 5.9.9 AddressLine3

The address line 3 field.

### 5.9.10 DayPhone

The daytime phone number at which the person or organization referred to in the address can be called.

### 5.9.11 OtherPhone

The alternate phone number at which the person or organization referred to in the address can be called.

### 5.9.12 EmailId

The email address at which the person or organization referred to in the address can be contacted.

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## 5.10 Order/AdditionalAddresses/AdditionalAddress

### 5.10.1 AddressType

Identifies the type of address. Address types are predefined by Posti.

Valid values:

- Supplier

## 5.11 Order/AdditionalAddresses/AdditionalAddress/PersonInfo

Actual address data for an additional address is given in this element.

Delivery address (Posti Oy) is not given in the message because it is known in Posti WMS based on the value in ReceivingNode.

### 5.11.1 FirstName

The first name of the person. If last name and first name are not used in separate fields, then both names are written in the FirstName field.

Either FirstName or Company is mandatory for an additional address.

### 5.11.2 LastName

The last name of the person. This is used only if person's first name and last name are used separately.

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### **5.11.3 PersonId**

The unique identifier for a company (business ID).

### **5.11.4 Company**

The company this person is associated with. If company name is known, it is written here.

Either FirstName or Company is mandatory.

### **5.11.5 Country**

The country in the address. Use ISO 3166-1 alpha-2 format codes.

### **5.11.6 ZipCode**

The zip code in the address.

### **5.11.7 City**

The city in the address.

### **5.11.8 AddressLine1**

The address line 1 field.

### **5.11.9 AddressLine2**

The address line 2 field.

### **5.11.10 AddressLine3**

The address line 3 field.

### **5.11.11 DayPhone**

The daytime phone at which the person or organization referred to in the address can be called.

### **5.11.12 OtherPhone**

The alternate phone number at which the person or organization referred to in the address can be called.

### **5.11.13 EmailId**

The email address at which the person or organization referred to in the address can be contacted.

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## **5.12 Order/Reference**

Order references are used only as pass-through data and are not sent back to principal in OutReceiptConfirmation.

If references are needed, they are agreed and described in the contract between principal and Posti.

### **5.12.1 Value**

Free-form text associated with the reference name.

### **5.12.2 Name**

The name of the reference.

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