

EDI Guide - Appendix B
810C - Miscellaneous Payments

Version 5.10.0
February 2017



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Under:
Contract No. SP4701-16-D-2001
Project Name: Invoicing, Receipt, Acceptance and Property Transfer (iRAPT)

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History Page

| <i>Version</i> | <i>Date</i> | <i>Change Description</i> |
|----------------|-------------|--|
| 5.4.0-1 | 8/27/12 | CAMCG166 Removed all History prior to 5.4 |
| 5.4.0-2 | 10/11/12 | ECP_0725 - FTP/EDI Guide Changes REF Pos.50: Added "ACC" to REF01 and "Draft" to REF02 for Draft Indicator; Added Sample and "ACC" to code list |
| 5.4.0-3 | 12/6/12 | WIT Issue 2501 v5.4 SIT REF Pos.50: Added additional "Draft" information to notes section |
| 5.4.1-1 | 02/19/13 | CAMCG196 Updated to Version 5.4.1, July 2013 |
| 5.5.0-1 | 06/06/13 | CAMCG211 Updated to Version 5.5.0, January 2014 |
| 5.6.0-1 | 01/07/14 | WAWF-215 Updated to Version 5.6.0, August 2014 |
| 5.6.0-2 | 02/25/14 | WAWF-303 ECP 0741 FTP/EDI Guide Updates Added DTM Segment Pos.140 for Received Date and added sample REF Pos. 050: Added "X7" notes for Batch Sequence Number to REF01 and REF02 and added sample Added "E9" notes for External Attachment to REF01 and REF02 and added sample FA2 Pos.360: Added valid codes and sample for LLA Data IT1 Pos.010: Added Sub-Line information to IT101 and added sample PID Pos. 060: Added Note at the top for Sub-Line Description. |
| 5.6.0-3 | 04/06/14 | WAWF-323 ECP0761 - FTP/EDI Guide Updates IT1 Pos. 010, IT01: Added "The letters "I" and "O" may not be used within the Line Item Number." |
| 5.6.0-4 | 05/13/14 | WAWF-953 CLONE - ECP_0741 Unable to submit Misc Pay with full LLA data-GUIDE FA2 Pos.360: Added additional codes E2, E3 , F3, F4, G1, G2 and H1 for LLA Data |
| 5.6.0-5 | 05/20/14 | WAWF-1007 Updated Delivery Order Nos. to 0015 on header |
| 5.6.0-6 | 05/28/14 | WAWF-953 CLONE - ECP_0741 Unable to submit Misc Pay with full LLA data-GUIDE FA2 Pos.360: Added F1 for Object Class |
| 5.6.0-7 | 07/08/14 | WAWF-1283 Updated to Version 5.6.0, October 2014 |
| 5.6.0-8 | 08/22/14 | WAWF-1480 N1 Pos.070: Added Samples for SSN if CEFT lookup has been disabled and for SSN if CEFT lookup is enabled |
| 5.7.0-1 | 10/22/14 | WAWF-1760 Updated to Version 5.7.0, April 2015 |

| | | |
|---------|----------|---|
| 5.7.0-2 | 11/11/14 | WAWF-1556 ECP0731 - FTP/EDI Guide Updates N1 pos. 070- Added "FE" to N101 Codes. Added segments N105 and N106. Added sample. PER pos. 120- Added "CN" to PER01- Contact Function Code. PER02: Added conditional notes PER03: Added "EM- Electronic Mail." PER04: Added "Enter email address." PER05: Added "EM- Electronic Mail." Added segments PER07 and PER08. Added sample. |
| 5.8.0-1 | 06/23/15 | WAWF-2407 Updated to Version 5.8.0, November 2015 |
| 5.9.0-1 | 12/17/15 | WAWF-2762 Updated version to 5.9.0, updated deployment date to June 2016 |
| 5.9.1-1 | 08/15/16 | WAWF-3303 Updated contract number to SP4701-16-D-2001. Updated version to 5.9.1 and deployment date to October 2016. |

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1 General Instructions

The following pages represent the iRAPT Data Element/Segment Cross Reference for reporting 810C EDI data into iRAPT, including UID information. The tables that follow present the usage of the Segments and Data Elements arrayed in Transaction Set Order. Only the Segments that iRAPT accepts are outlined below. The information represents 810 Miscellaneous Pay – Misc. Pay Invoices, X12 transactions into Invoicing, Receipt, Acceptance and Property Transfer (iRAPT). This EDI Guide was created using the latest draft of the Implementation Conventions.

NOTE: If using a word processor program (i.e. Microsoft Word, WordPerfect, Microsoft WordPad, Microsoft Write, etc.) to create EDI files, then the text must first be cut/copied out of the word processor program and pasted into Microsoft Notepad, or another ASCII text editor and saved in the text editor, before sending the data to iRAPT. This converts the text to text-only format and removes control characters that contain formatting information.

Sending Attachments to iRAPT:

To send attachments to iRAPT that are related to an EDI transaction via SFTP, Vendors must use the attachment code "E9" (See REF Segment at Pos. 050) to associate the attachment with the transaction.

iRAPT provides Vendors the capability to manually FTP over attachments electronically. These attachments can then be referenced and attached to inbound EDI transactions. Please contact the Help Desk for assistance in setting up a directory on the FTP server to submit attachments using this method. Once set up with a directory, Vendors will need to FTP over their file as a separate action from submitting the EDI file. The attachment needs to be present on the server at the time the inbound EDI file is processed by iRAPT.

To send attachments to iRAPT via EDI, Vendors may also use the 841 EDI Transaction Set. Vendors may not use the 841 EDI Transaction Set for anything other than sending attachments.

Please refer to the EDI_iRAPT_Guide.doc for detailed EDI enveloping instructions for attachment data as only one document (i.e. one Transaction Set) can be transmitted with one 841 in an ISA/IEA when attachment data is submitted to iRAPT.

WARNING: Invoicing, Receipt, Acceptance and Property Transfer (iRAPT) is designated for Sensitive Unclassified information ONLY. Do NOT upload classified attachments into iRAPT.

Website for detailed UID information:

<http://www.acq.osd.mil/dpap/pdi/uid/index.html>

Website for detailed RFID information:

<http://www.acq.osd.mil/log/rfid/index.htm>

Each Segment table includes the following:

- | | |
|---------------------|---|
| 1. Data Segment | X12 Segment |
| 2. Description | X12 Name |
| 3. Element | X12 Data Element Reference Number |
| 4. Format & Min/Max | Specific to iRAPT, not ANSI X12 |
| 5. Requirements | <p>Depicts whether the Segment is:</p> <p>M – Mandatory – Usage is required.</p> <p>O – Optional – Can be used or not used.</p> <p>C – Conditional – Contingent upon another criteria being met. (Field is not mandatory or optional, e.g. Extension Fields to Department of Defense Activity Address Codes (DoDAAC); use if a DoDAAC is present.)_See Notes Column for specific instructions.</p> <p>N/A – Not Allowed</p> |
| 6. iRAPT Notes | Contains notations of the Field’s usage or restrictions |

Fields included within iRAPT display the “Type” Field depicting the value used.

- **Nv** Numeric Fields where v = number of decimal positions, decimal implied (i.e. 300 will be read as 3.00)
- **R** Decimal number. If value includes decimal, then iRAPT requires decimal point and value be sent: iRAPT will NOT imply or assume decimal points. Examples:
 - 300 will be read into iRAPT as “300”
 - 3.00 will be read into iRAPT as “3”
 - 3.5 will be read into iRAPT as “3.5”
- **ID** Identifier
- **AN** Alphanumeric String
- **DT** All Date Fields use format CCYYMMDD
- **TM** All Time Fields use the format HHMMSS

Notes:

- Above and below each Segment there are notes pertaining to iRAPT. The values that iRAPT accepts are also noted. iRAPT ignores all codes not identified in this guide.
- Misc. Pay Invoices apply to the following: CAPS-W, IAPS-E, and One Pay.
- This document pertains only for Misc. Pay Invoices when BIG07 = 26, GA or ZZ. For all other invoice related documents, refer to the 810C_iRAPT_4010_EDI_Detail.doc.
- The word “must” in a Segment Note implies that the Segment is mandatory. The word “may” in a Segment Note implies that this Segment is Conditional based on the terms of the contract or the needs of the contractor.

1.1 ST Segment – Transaction Set Header, Pos. 010 - Header

NOTE: There must be only one instance of ST per transaction.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>Misc Pay Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|--------------------------------|----------------|--------------------------|--------------------------|--|-------------|
| ST01 | Transaction Header | 143 | 3/3 | M | 810 | ID |
| ST02 | Transaction Set Control Number | 329 | 4/9 | M | Identifying Control Number by Originator | AN |

Sample:

ST^810^0023

1.2 BIG Segment – Beginning Segment for Invoice, Pos. 020 - Header

NOTE: There must be only one instance of BIG per transaction.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>Misc Pay Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|---------------------------------|----------------|----------------------|----------------------|---|-------------|
| BIG01 | Date | 373 | 8/8 | M | CCYYMMDD Date of Invoice | DT |
| BIG02 | Invoice Number | 76 | 1/22 | M | Invoice Number | AN |
| BIG03 | Date | 373 | 8/8 | O | CCYYMMDD – PO Date – Contract Issue Date If entered, iRAPT will ignore and default to the current date. | DT |
| BIG04 | Purchase Order Number | 324 | 1/19 | M | PO Number Contract No. If a Contract Number is entered by the vendor in BIG04, it will be displayed in the Delivery Order Number Field on the Web. iRAPT will generate a Pseudo PIIN which will be displayed on the Contract Number Field on the Web. | AN |
| BIG05 | Release Number | 328 | N/A | N/A | Not used. | N/A |
| BIG06 | Change Order Sequence Number | 327 | N/A | N/A | Not used. | N/A |
| BIG07 | Transaction Type Code | 640 | 2/2 | M | See below. | ID |
| BIG08 | Transaction Set Purpose Code | 353 | 2/2 | M | See below. If BIG08 = "01" for Void or "05" for Void and | ID |

| | | | | | | |
|-------|-------------|-----|-----|---|---|----|
| | | | | | Replace, please add the Pseudo generated PIIN in BIG04. | |
| BIG09 | Action Code | 306 | 1/1 | O | iRAPT will ignore. | ID |

Sample:

BIG^20080929^KLS0001^^MISCPAY^^^26^00 (Original)

BIG^20080929^KLS0001^^MISCPAY^^^26^01 (Void)

BIG^20080929^KLS0001^^MISCPAY^^^26^05 (Void & Replace)

Notes:

- iRAPT will reject transactions with codes other than those listed below.
- BIG09 – Final Invoice Indicator is always defaulted to “N” for Misc. Pay.
- When submitting Void and Void & Replace transactions (1/BIG/020, BIG08 = "01" or "05"), Pseudo PIIN is Mandatory. Otherwise, it is not used.

BIG07 - Transaction Type Codes

- 26 Vendor Created Misc. Pay - Services Invoice
- GA Govt. created Misc. Pay on behalf of a Federal Entity
- ZZ Govt. created Misc. Pay on behalf of a Non Federal Entity

BIG08 - Transaction Purpose Codes

- 00 Original
- 01 Void
- 05 Void & Replace

1.3 NTE Segment – Note/Special Instruction, Pos. 030 – Header

NOTES: There may be multiple instances of the NTE Segment when NTE01="ADD".

Use the NTE instead of the REF segment at Pos. 050 – Header.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>iRAPT Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|---------------------|----------------|--------------------------|-----------------------|---|-------------|
| NTE01 | Note Reference Code | 363 | 3/3 | M | Enter "ADD" to submit Document Level Comments | ID |
| NTE02 | Description | 352 | 1/80 | C | If NTE01 = "ADD", enter Document Level Comments | AN |

Sample:

NTE^ADD^These are the initiators document level comments.

NTE01 - Reference Codes

ADD – Document Level Comments

Notes:

- The delimiter character “^” is not allowed in comments.
- The comments will be concatenated into a single comment which may not exceed 2000 characters.

1.4 REF Segment – Reference Identification, Pos. 050 - Header

NOTE: There may be up to twelve instances of REF per transaction.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>Misc Pay Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|-------------------------------------|----------------|--------------------------|--------------------------|---|-------------|
| REF01 | Reference Identification Qualifier: | 128 | 2/3 | M | See list below. Enter "E9" Code for Attachments. If REF01 = "E9", enter the word "Attachment" in REF02 and the attachment name in REF03. Enter "ACC" for Status to capture Draft Indicator. See additional notes below. | ID |
| | | | 2/2 | M | Enter "X7" for Batch Sequence Number. | |
| | | | 2/2 | M | If REF01 = "E9" for External Attachment, enter "External" in REF02. | |
| REF02 | Reference Identification | 127 | 1/30 | M | See the list of Misc. Pay Type codes on the Web. | AN |
| | | | 1/30 | | If REF01 = "E9", enter the word "Attachment" in REF02 and the attachment name in REF03. | |
| | | | 5/5 | C | If REF01 = "ACC" enter "Draft" | |
| | | | 9/9 | C | Batch Number must be in the format 7N2A. | |
| | | | 1/30 | C | The word 'External' may be given. If this segment is given, then attachments will not be mandatory for the batch Misc. Pay. | |
| REF03 | Description | 352 | 1/80 | C | If REF01 = "E9", enter the word "Attachment" in REF02 and the attachment name in REF03. Attachment name, including the | AN |

| | | | | | | |
|--|--|--|--|--|---|--|
| | | | | | extension, must not exceed the maximum field length of 80 characters. | |
|--|--|--|--|--|---|--|

Samples:

REF^11^APPR

REF^ACC^SOR

REF^01^107002111

REF^PY^1529404

REF^SG^93874983

REF^E9^Attachment^ExtraMaterial.doc (Attachment sample)

REF^ACC^Draft (Draft Indicator)

REF^X7^1234567AA (Batch Sequence Number)

REF^E9^External (Attachment Indicator)

Notes:

- iRAPT will reject transactions with codes other than the ones noted below.
- The attachment referenced by the “E9” code in the table above represents functionality whereby an attachment can be submitted independently and associated to a submitted EDI transaction. Vendors have the ability to have the SAM set up an attachment directory that will allow the vendor to submit attachments for EDI transactions directly to the FTP Server.
- There may be multiple attachments per transaction as long as the total number of REF Segments does not exceed 12.
- For government created Misc Pay documents submitted on behalf of a Federal entity with SSN (BIG07 = “GA”, N101 = “PE” and N103 = “34”) or a Non-Federal entity with SSN or EIN (BIG07 = “ZZ”, N101 = “PE” and N103 = “34” or “FI”), any REF Segment containing REF01 = “01”, “SG”, or “PY” will be ignored if submitted. This information must be retrieved by iRAPT directly from CEFT. If this information is not available from CEFT, the document will be rejected. The only exception to this is when CEFT lookup has been disabled on the Government user’s EDI account with iRAPT by the SAM; in this instance, codes “01”, and “SG” or “PY” are required.
- When EDI submissions are identified as a “Draft”, the system will process them inbound using the following minimal data set requirements:
 - Vendor CAGE

- Contract Number Type (Defaults to DoD Contract (FAR) if not entered)
- Contract Number
- Delivery Order Number
- Pay Official DoDAAC
- Document Type
- Routing DoDAACs depending on the document type and pay system
- Invoice/Shipment Number depending on the document type
- If any Line Item data is submitted, the Item No is mandatory

Once submitted as a “Draft”, all documents must be processed via the web interface using the current “Save and Continue” functionality. There will be no ability to “add to a document” via additional electronic submissions.

REF01 - Reference Id Qualifier

11 Account Number – Used to report Misc. Pay Type. Enter in Misc. Pay Type in REF02. See the list of Misc. Pay Type codes on the Web.

ACC Status – Used to denote System of Record (SOR). If “ACC” is in REF01, then enter “SOR” in REF02. Attachments are mandatory for Non Federal Entity on behalf of an SSN or EIN (BIG07 = “ZZ” and N1 = “34” or “FI”) when “SOR” is not used. System of Record is only used for Government created Misc. Pay documents on behalf of a Non Federal Entity on behalf of an SSAN or EIN and will be ignored for all other scenarios.

Also used to capture the Draft Indicator when “Draft” is used in REF02.

E9 Attachment Code

01 ABA Routing Number – Used to report bank routing and transit number. If “01” is in REF01, then enter the bank routing and transit number in REF02.

SG Savings – Used to report savings account number. If “SG” is in REF01, then enter the savings account number REF02.

PY Checking – Used to report checking account number. If “PY” is in REF01, then enter the checking account number in REF02.

X7 Batch Sequence Number

1.5 N1 Segment – Name, Pos. 070 - Header

NOTES: There must be at least four instances of N1 per Loop.

For Government created Misc. Pay documents submitted on behalf of a Non-Federal entity with a CAGE code and for Vendor Submitted Misc. Pay documents, if all Address Elements are left blank (N102, N2, N3, and N4) and a location code is entered, then addressing data is not necessary and will be defaulted by iRAPT. If any Address data is entered, then the following data must be entered at a minimum:

- For U.S. Addresses, Fields N102, N301, N401, N402, and N403 are the minimum required to complete the Address. Other Fields are optional.
- For Non-U.S. Addresses, Fields N102, N301, N401, N402, N403, and N404 are the minimum required to complete the Address. Other Fields are optional.
- For U.S. Military Addresses, Fields N102, N301, N403, N405, and N406 are the minimum required to complete the Address. Other Fields are optional.

For entry of an APO/FPO address, enter the APO/FPO Zip Code in the N403, the Military Address Indicator (i.e. AR) in the N405 and the APO/FPO code (i.e. AA, AE, or AP) in the N406.

The N1 loop may also be used to submit email addresses to which iRAPT will forward an additional workflow notice for the document. When submitting email addresses, only the N1 and PER segments should be submitted in the N1 loop.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>Misc Pay Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|-----------------------|----------------|----------------------|----------------------|---|-------------|
| N101 | Entity Identifier | 98 | 2/2 | M | See codes below. To submit email addresses to which an additional workflow notice should be sent, submit "FE" in N101. | ID |
| N102 | Name – Free form name | 93 | 1/60 | C | Name (Activity) – Mandatory only if Address data is being entered, otherwise should not be entered. For government created Misc Pay documents submitted on behalf of a Federal entity with SSN (BIG07 = "GA", N101 = "PE" and N103 = "34") or a Non-Federal entity with SSN or EIN (BIG07 = "ZZ", N101 = "PE" and N103 = "34" or "FI"), N102 will be ignored if submitted. This information must be retrieved by iRAPT directly from CEFT. If this | AN |

| | | | | | | |
|------|-------------------------------|-----|------|-----|--|-----|
| | | | | | <p>information is not available from CEFT, the document will be rejected. The only exception to this is when CEFT lookup has been disabled. If CEFT lookup has been disabled, then this element is mandatory.</p> <p>To submit email addresses to which an additional workflow notice should be sent, enter the name of the organization in N102 when N101 = "FE".</p> | |
| N103 | Identification Code Qualifier | 66 | 1/2 | C | <p>Mandatory when submitting address data.</p> <p>See codes below.</p> <p>Not used when submitting email addresses to which an additional workflow notice should be sent.</p> | ID |
| N104 | Identification Code | 67 | 5/19 | C | <p>Mandatory when submitting address data.</p> <p>Enter CAGE, DUNS, DUNS+4, DoDAAC, MAPAC, or Tax ID if applicable.</p> <p>Not used when submitting email addresses to which an additional workflow notice should be sent.</p> | AN |
| N105 | Entity Relationship Code | 706 | N/A | N/A | Not used. | N/A |
| N106 | Entity Identifier Code | 98 | 2/2 | C | <p>Not used when submitting address data.</p> <p>Used when submitting email addresses to which an additional workflow notice should be sent.</p> <p>NP – Notify Party for Shipper's Order</p> | AN |

Sample:

N1^PE^^33^98897 (Sample for CAGE)

N1^PE^John Smith^34^000556668 (Sample for SSN if CEFT lookup has been disabled)

N1^PE^^34^000556668 (Sample for SSN if CEFT lookup is enabled)

N1^FE^DCMA^^^NP (Sample for submitting email addresses)

Notes:

- N101 codes PR, PE, ST and PO are required.
- When N103 is “34” (SSN) or “FI” (EIN), an address is mandatory in N301.
- The Contract Administration Office (N101 = C4) is optional and if left blank will default to Ship To Location Code (N101 = ST).
- If Vendor Created Misc. Pay (BIG07 = 26), then CAGE or DUNS or DUNS+4 is mandatory (N101 = PE, N103 = 33, 1, or 9).
- If Vendor Created Misc. Pay (BIG07 = 26), then TaxPayer ID Number (N101=PE, N103 = 34 or FI) is given, iRAPT will ignore.
- If Vendor Created Misc. Pay (BIG07 = 26), then the Taxpayer ID Number will be retrieved from the iRAPT database based on the CAGE, DUNS, or DUNS+4, and if the location code exists, it will be populated on the document. If no TaxPayer ID Number exists for the CAGE, DUNS, or DUNS+4, the document will submit with no TaxPayer ID Number.
- If Govt. created Misc. Pay on behalf of a Federal Entity (BIG07 = GA), then the Social Security Number (SSN) is mandatory (N101 = PE, N103 = 34).
- If Govt. created Misc. Pay on behalf of a Non-Federal Entity (BIG07 = ZZ), then one of the following must be provided: CAGE (N101 = PE, N103 = 33), DUNS (N101 = PE, N103 = 1), DUNS+4 (N101 = PE, N103 = 9), SSN (N101 = PE, N103 = 34) or EIN (N101 = PE, N103 = FI). If a CAGE, DUNS, or DUNS+4 is provided, the CAGE, DUNS, or DUNS+4 will be used on the document and any SSN or EIN given will be ignored. If no CAGE, DUNS, or DUNS+4 is provided and if a SSN and EIN is given, the EIN will be used on the document and the SSN will be ignored.
- If Govt. created Misc. Pay on behalf of a Non-Federal Entity (BIG07 = ZZ) with a CAGE, DUNS, or DUNS+4 (N101 = PE, N103 = 33, 1, or 9), then attachments are mandatory.

N101 - Entity Identifier Codes

| | |
|----|--------------------------------|
| PE | Payee |
| PR | Payer |
| ST | Ship To |
| PO | Party to Receive Invoice |
| C4 | Contract Administration Office |
| FE | Mail Address |

N103 - *Id Code Qualifier*

- 1 D-U-N-S Number, Dun & Bradstreet
- 9 D-U-N-S+4, D-U-N-S Number with four character suffix
- 10 DoDAAC
- 33 CAGE Code
- A2 MAPAC
- 34 Social Security No. (SSN)
- FI Federal Taxpayer's ID Number (EIN Number)

N106 - *Entity Identifier Code*

NP – Notify Party for Shipper's Order

1.6 N2 Segment, Pos. 080 - Header

NOTES: There may be one instance of N2 per N1 Loop.

When N103 is “34” (for SSN) or “FI” (for EIN), this segment is not used.

Refer to iRAPT Address rules noted in N1 Segment.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>Misc Pay Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|--------------------|----------------|----------------------|----------------------|--------------------|-------------|
| N201 | Name – free form | 93 | 1/60 | M | Name Activity 2 | AN |
| N202 | Name – free form | 93 | 1/60 | O | Name Activity 3 | AN |

Sample:

N2^Name Activity 2

1.7 N3 Segment, Pos. 090 - Header

NOTES: There may be one or two instances of N3 per N1 Loop.

For government created Misc Pay documents submitted on behalf of a Federal entity with SSN (BIG07 = “GA”, N101 = “PE” and N103 = “34”) or a Non-Federal entity with SSN or EIN (BIG07 = “ZZ”, N101 = “PE” and N103 = “34” or “FI”), if Address 1 Information (N301 of first N1 loop) is not available from CEFT, this Element is Mandatory.

A second instance of the N3 Segment in the N1 Loop is only used on behalf of a Federal entity with SSN or Non-Federal entity with SSN or EIN.

Refer to iRAPT Address rules noted in N1 Segment.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>Misc Pay Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|---------------------|----------------|----------------------|----------------------|---|-------------|
| N301 | Address Information | 166 | 1/55 | M | iRAPT will populate this data from CEFT when available. | AN |
| N302 | Address Information | 166 | 1/55 | O | iRAPT will populate this data from CEFT when available. | AN |

Samples:

N3^2055 Main St.^Suite 2100 (first N3 Segment of the N1 loop)

N3^Address3^Address4 (second N3 Segment of the N1 loop)

Notes:

Address 1 information is contained in N301 of the first N3 Segment of the N1 loop.

Address 2 information is contained in N302 of the first N3 Segment of the N1 loop.

Address 3 information is contained in N301 of the second N3 Segment of the N1 loop.

Address 4 information is contained in N302 of the second N3 Segment of the N1 loop.

1.8 N4 Segment, Pos. 100 -Header

NOTES: There may be one instance of N4 per N1 Loop.

Refer to Address rules for iRAPT, noted in N1 Segment.

When N103 is “34” (for SSN) or “FI” (EIN), then City, State & Zip are mandatory.

When a government created Misc Pay document is submitted on behalf of a Federal entity with SSN (BIG07 = “GA”, N101 = “PE” and N103 = “34”) or Non-Federal entity with SSN or EIN (BIG07 = “ZZ”, N101 = “PE” and N103 = “34” or “FI”), if N401, N402 or N403 data are not available from CEFT, then those Elements must be entered.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>Misc Pay Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|------------------------|----------------|----------------------|----------------------|---|-------------|
| N401 | City Name | 19 | 2/30 | C | | AN |
| N402 | State or Province Code | 156 | 2/2 | C | | ID |
| N403 | Postal Code | 116 | 3/15 | C | If the Ship To Address is an APO or FPO, then cite the APO or FPO ZIP Code. | ID |
| N404 | Country Code | 26 | 2/2 | C | | ID |
| N405 | Location Qualifier | 309 | 2/2 | C | Enter AR for Armed Service Location Designator (For APO/FPO). | ID |
| N406 | Location Identifier | 310 | 2/6 | C | Enter APO/FPO and 2 letter code (i.e. AA, AE, or AP) AA Miami AE New York AP San Francisco Example: FPO AP, APO AE | AN |

Samples:

US Address
N4^Orlando^FL^32043

Non-US Address
N4^Madrid^29^28000^SP

US Military Address

N4^^^96612-2872^^AR^FPO AP (i.e. Ship Address: USS ABRAHAM LINCOLN CVN 72 FPO AP 96612-2872)

N405 – Location Qualifier

AR Armed Services Location Destination (Use to indicate an APO or FPO).

Note:

If an APO/FPO Address is being entered, the Vendor must enter the information in the N403, N405, and N406.

1.9 PER Segment – Administrative Communications Contact, Pos. 120 - Header

NOTES: There must be one or two instances of PER for each transaction.

The first PER is used to report the iRAPT User ID (PER01 = "IC", PER02 = iRAPT User ID) of the user submitting the transaction.

A second PER may be submitted when a Misc. Pay Govt. Initiated Federal and Non Federal applies on behalf of SSN and EIN. In that case, PER01=AF (Authorized Financial Contract), PER02 would be blank, then PER03 = TE, PER04 = Telephone Number, PER05 =EM and PER06 = email address.

PER must be entered as part of the N1 Loop for Payee (N101 = "PE") to identify the iRAPT User ID of the user submitting the transaction.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>iRAPT Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|--------------------------------|----------------|----------------------|-------------------|---|-------------|
| PER01 | Contact Function Code | 366 | 2/2 | M | See codes below. | ID |
| PER02 | Name – free form | 93 | 8/30 | C | Mandatory when submitting the N1 Loop for Payee. iRAPT User ID: This User ID is for the individual responsible for the document/transaction being submitted. The User ID is the personal iRAPT User ID for Web access. Not used when submitting the N1 Loop for email addresses. | AN |
| PER03 | Communication Number Qualifier | 365 | 2/2 | C | Enter "TE" for Phone Number. EM – Electronic Mail; Only used when submitting the N1 Loop for email addresses. | ID |
| PER04 | Communication Number | 364 | 1/80 | C | Enter Phone Number. For government created Misc. Pay submitted on behalf of a Federal Entity | AN |

| | | | | | | |
|-------|--------------------------------|-----|------|---|--|----|
| | | | | | with SSN (BIG07 = "GA", N101 = "PE" and N103 = "34") or a Non-Federal Entity with SSN or EIN (BIG07 = "ZZ", N101 = "PE" and N103 = "34" or "FI"), if Phone Number is not available from CEFT, then this Element is Mandatory. Enter email address; Only used when submitting the N1 Loop for email addresses. | |
| PER05 | Communication Number Qualifier | 365 | 2/2 | C | EM – Electronic Mail Only used when submitting the N1 Loop for email addresses. | ID |
| PER06 | Communication Number | 364 | 1/80 | C | iRAPT will populate this data from CEFT when available. Enter email address. Only used when submitting the N1 Loop for email addresses. | AN |
| PER07 | Communication Number Qualifier | 365 | 2/2 | C | EM – Electronic Mail Only used when submitting the N1 Loop for email addresses. | ID |
| PER08 | Communication Number | 364 | 1/80 | C | Enter email address. Only used when submitting the N1 Loop for email addresses. | AN |

Samples:

PER^IC^PSKJ2400 (Sample to send in the iRAPT User ID)

PER^AF^^TE^5055774949^EM^johnjoe@happy.com

PER^CN^^EM^john@gmail.com^EM^jane@gmail.com^EM^mark@gmail.com

Notes:

iRAPT will ignore codes other than the ones noted below.

When submitting email addresses, the PER segment may be repeated up to three times per N1 Loop, allowing for a total of nine email addresses.

PER01 - *Contact Function Code*

IC Information Contact

AF Authorized Financial Contact

CN General Contact

1.10 DTM Segment – Date/Time Reference, Pos. 140 – Header

NOTES: There must be one instance of DTM for each transaction.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>iRAPT Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|------------------------|----------------|--------------------------|-----------------------|--|-------------|
| DTM01 | Date/Time Qualifier | 374 | 3/3 | M | 035 – Delivered (Received Date in iRAPT) | ID |
| DTM02 | Date | 373 | 8/8 | C | The Received Date | DT |

Sample:

DTM^035^20130527

1.11 FA1 Segment – Type of Financial Accounting Data, Pos. 290 – Header

NOTE: This must be one instance of FA1 to report the Agency Qualifier Code.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>Misc Pay Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|-----------------------|----------------|--------------------------|--------------------------|------------------------|-------------|
| FA101 | Agency Qualifier Code | 559 | 2/2 | M | | ID |

Sample:

FA1^DD

Note:

iRAPT will only accept DD for FA101 for Misc. Pay

FA101 - Agency Qualifier Code

DD Department of Defense

1.12 FA2 Segment – Accounting Data, Pos. 300 - Header

NOTES: There must be one occurrence of FA2 per FA1 Loop.

This Segment is used to report the Accounting Installation Number.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>Misc Pay Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|---------------------------------------|----------------|--------------------------|--------------------------|--|-------------|
| FA201 | Breakdown Structure Detail Code | 1196 | 2/2 | M | Use L1 for Accounting Installation Number | ID |
| FA202 | Financial Information Code | 1195 | 6/6 | M | Enter Accounting Installation Number | AN |

Sample:

FA2^L1^068688

Notes:

- iRAPT will allow one code for Misc. Pay Invoices.
- Use the FA1 Segment, Pos. 350 and FA2 Segment, Pos. 360 to report the ACRN (FA201=K6), SDN (FA201=J1) and Fiscal Year (FA201=A3).

FA201 - Breakdown Structure Code

L1 Accounting Installation Number

1.13 IT1 Segment – Base Item Data, Pos. 010 - Detail

NOTES: There must be one instance of IT1 per Line Item (IT1) Loop.

The IT1 Loop may loop a maximum of 999 times per transaction.

This Segment is used to report Sub-Line information.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>Misc Pay Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|-----------------------------------|----------------|----------------------|----------------------|--|-------------|
| IT101 | Assigned Identification – CLIN | 350 | 4/4 | M | Line Item Number. | N |
| | | | 4/6 | M | If characters are sent in lowercase, then they will be converted to uppercase. Sub-Line: 4N2A If a Sub-Line is entered, the first 4 positions of the number must match a CLIN submitted. The letters “I” and “O” may not be used within the Line Item Number. | AN |
| IT102 | Quantity Invoiced | 358 | 1/10 | M | Number allows 8 before the decimal and 2 after the decimal (R8.2). (The Field size noted, 1/10 is the ANSI Field size, however for iRAPT Field size is R8.2). | R8.2 |
| | One Pay | | 1/8 | M | No decimals allowed. | N |
| IT103 | Unit or Basis of Measurement Code | 355 | 2/2 | M | Unit of Measure Codes | ID |
| IT104 | Unit Price | 212 | 1/16 | M | | R9.6 |
| | One Pay | | 1/15 | M | | R9.5 |

Samples:

IT1^0001^50^EA^2500.25

IT1^0001AA^50^EA^2500.25 (Sub-Line)

1.14 PID Segment – Product/Item Description, Pos. 060 – Detail

NOTES: There must be one instance of PID per IT1 loop.

The PID Loop may loop up to 25 times per IT1 Loop.

This Segment is used to identify the Description for a Sub-Line.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>Misc Pay Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|-------------------------------------|----------------|----------------------|----------------------|-----------------------|-------------|
| PID01 | Item Description Type | 349 | 1/1 | M | See code below. | ID |
| PID02 | Product/Process Characteristic Code | 750 | N/A | N/A | Not used. | N/A |
| PID03 | Association Qualifier Code | 559 | N/A | N/A | Not used. | N/A |
| PID04 | Produce Description Code | 751 | N/A | N/A | Not used. | N/A |
| PID05 | Description | 352 | 1/75 | M | Free Form Description | AN |

Sample:

PID^F^^^^9mm Ammo Rounds

Notes:

- iRAPT allows for one to 75 characters of description in the PID05.
- iRAPT will not allow more than 25 instances of PID Segment per IT1 Loop.
- iRAPT rejects transactions without a PID.

PID01 – Item Description Type

F Free Form

1.15 FA1 Segment – Type of Accounting Data - Pos. 350 – Detail

NOTES: There may be one instance of FA1 per IT1 Loop.

This Segment is used to report Line Level LLA Data.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>Misc Pay Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|-----------------------|----------------|--------------------------|--------------------------|------------------------|-------------|
| FA101 | Agency Qualifier Code | 559 | 2/2 | M | | ID |

Sample:

FA1^DD

Note:

iRAPT will only accept DD for FA101

FA101 - Agency Qualifier Code

DD Department of Defense

1.16 FA2 Segment – Accounting Data – Pos. 360 – Detail

NOTES: There must be one or more instances of FA2 per FA1 Loop.

This Segment is used to report Line Level LLA Data.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>Misc Pay Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|---------------------------------------|----------------|--------------------------|--------------------------|---|-------------|
| FA201 | Breakdown Structure Detail Code | 1196 | 2/2 | M | See below for a list of valid codes. This segment may be repeated in order to give all available LLA data. | ID |
| FA202 | Accounting Data | 1195 | 1/80 | M | The accounting data associated with the FA201 identifier. | AN |

Sample:

FA2^A3^2001

FA2^L1^067443

Notes:

- iRAPT will allow codes shown below.
- AAA is reported using the FA1, Pos. 290, and FA2, Pos. 300 segment.
- This segment is used to set the AAI for document level LLA, this means that for documents submitted via EDI, the document level AAI and the AAI reported for document level LLA will be the same value.
- If the document level AAI and the AAI in the LLA information need to be different, the FA2 segment at Pos. 360 will need to be used to report Line Level LLA.

FA201 - Breakdown Structure Codes

A1 Department Indicator

A2 Transfer from Department
A3 Fiscal Year Indicator
A4 Basic Symbol Number
A5 Sub-class
A6 Sub-Account Symbol
B1 Budget Activity Number
B2 Budget Sub-activity Number
B3 Budget Program Activity
C1 Program Element
C2 Project Task or Budget Subline
D1 Defense Agency Allocation Recipient
D4 Component Sub-allocation Recipient
D6 Sub-allotment Recipient
D7 Work Center Recipient
E1 Major Reimbursement Source Code
E2 Detail Reimbursement Source Code
E3 Customer Indicator
F1 Object Class
F3 Government or Public Sector Identifier
F4 Country Code
G1 Program or Planning Code
G2 Special Interest/Program Code Cost
H1 Cost Code
H3 Cost Allocation Code
H4 Classification Code
I1 Abbreviated DoD Budget and Accounting
J1 Document or Record Reference Number
K6 Accounting Classification Reference Code
L1 Accounting Installation Number
M1 Local Installation Data
N1 Transaction Type
P4 Foreign Military Sales (FMS) Line No. Use for FMS 1-3
P5 Foreign Military Sales (FMS) Line No. Use for FMS 4-5
P6 Foreign Military Sales (FMS) Line No. Use for FMS 6-8
ZZ Mutually Defined (Long Line of Accounting)

1.17 TDS Segment – Total Monetary Value Summary, Pos. 010 - Summary

NOTE: There must be only one instance of TDS per transaction.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>iRAPT Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|--------------------|----------------|----------------------|-------------------|--|-------------|
| TDS01 | Amount | 610 | 1/15 | M | Total Amount of Invoice, before discount. iRAPT requires TDS01 to be reported. The total Amount of the Invoice reported must be correct according to the data submitted with the document or the document will be rejected by iRAPT. Total amount of invoice includes all line item totals. | N2 |

Sample:

TDS^75268

Notes:

The sum of all the Line Item totals cannot exceed the threshold value currently set in the system properties table.

1.18 CTT Segment – Transaction Totals, Pos. 070 - Summary**NOTE:** There must be one instance of CTT per transaction.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>iRAPT Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|-------------------------|----------------|--------------------------|-----------------------|---------------------------------------|-------------|
| CTT01 | Number of Line Items | 354 | 1/6 | M | Number of times IT1 Loop was used. | N0 |

Sample:

CTT^10

1.19 SE Segment – Transaction Set Trailer, Pos. 080 - Summary**NOTE:** There must be only one instance of SE per transaction.

| <i>Segment</i> | <i>Description</i> | <i>Element</i> | <i>iRAPT Min/Max</i> | <i>iRAPT Req.</i> | <i>iRAPT Notes</i> | <i>Type</i> |
|----------------|---|----------------|--------------------------|-----------------------|---|-------------|
| SE01 | Number of included Segments, including ST and SE | 96 | 1/10 | M | | N0 |
| SE02 | Transaction Set Control Number | 329 | 4/9 | M | Same number cited in ST02 must be used. | AN |

Sample:

SE^250^0023