



Posti

Detailed instructions for InSalesOrder XML usage

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	22.1.2020	Added a value list for Order/ShipNode.
	27.1.2020	Changed the allowed values for Order/OrderType.

Document Approval History

Name	Signature	Date	Version Approved / Comments

Related or Reference Documents

Document Name	Description	Owner	Location
InSalesOrder.xlsx	Description of InSalesOrder XML fields		
InSalesOrder.xml	Example of InSalesOrder XML file		

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1 General

1.1 Purpose

InSalesOrder is the standard way to interact sales orders with Posti Logistics' services and consists sales order information from Principal to Posti WMS.

Purpose of this document is to define technically how InSalesOrder message is used and what kind of data is needed in logistics' services.

Logistics' services between Posti and Principal are described in the contract done with Posti and Principal.

2 Overview

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

3.1 Assumptions

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

3.2 Dependences

The following list consists values which are pre-defined by Posti. More information later in this document.

- Unit of Measures (more information in InItemMaster documentation)
- Order Type
- TermsCode
- Carrier Service Code
- Freight Terms
- SCACS (carriers)
- Product Class
- Segment Type
- Order and Line Reference

- Order and Line Instruction
- Special Service Codes

4 Sales Order management

4.1 Create sales order

Only new sales order integration is in use until now.

4.2 Update sales order

Update sale order integration is not available

4.3 Delete sales order

Delete sales order integration is not available

5 Component Design

5.1 Order/MetaData

MetaData is used for message quality control and routing purposes

5.1.1 **DocumentType**

Name of the document. This should be InSalesOrder

5.1.2 **CreationDateTime**

Date and time of interface creation. If principal sets the time, it will be used. Otherwise Posti will use date and time when Posti receives message in Integration platform.

5.1.3 **SourceOrganizationId**

Name of the organization from whom the Sales order is sent from (Principal identifier)

5.1.4 **Language**

Language code of the Sales order in two-letter ISO format e.g. FI

5.1.5 **ExternalUserId**

Identifier of the principal in external system (OVT code)

5.1.6 **MessageIdentifier**

Identifier of the message which is unique at least in the scope of message sender.

- If customer has created a unique identifier, it will not be overwritten
 - If the field is empty, Posti will use a generated identifier (UUID)
- This MessageIdentifier can be used for troubleshooting purposes to uniquely identify any message that has been received by Posti integration environment.

5.2 Order

5.2.1 IsShipComplete

This flag indicates whether the complete order needs to be shipped. If not specified, most restrictive rule will be used from customer preference or scheduling rule.

5.2.2 ShipNode

Ship node (= warehouse) from which the order line will be fulfilled.

Value	Description
11	Toijala
12	Voutila
18	Huurrekuja
22	Kerava
25	Hyrylä 3
28	Huurrekuja customs warehouse
30	Pennala
31	Pennala customs warehouse
32	Lahti
40	Pennala 2
53	Tallinn
58	Hämeenlinna
59	Lempäälä
60	Tuupakka
63	Tuupakka customs warehouse
80	Hyrylä 1
82	Hyrylä 1 customs warehouse
83	Hyrylä 2
85	Rovaniemi terminal warehouse

5.2.3 ReqShipDate

The date the customer has requested the order to be shipped from warehouse. B2C orders will be shipped as soon as possible.

In B2B business logistics' services are based on given dates.

5.2.4 ReqDeliveryDate

The date the customer has requested the order to be delivered.

B2C orders will be shipped as soon as possible.

In B2B business logistics' services are based on given dates.

5.2.5 OrderType

The order classification attribute. This field can be used for reporting purposes or to build conditions for modeling business process. In case special order types are needed then 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 EN	Description FI
T	Order	Tilaus
P	Rush order	Pikatilaus
E	Pre-order	Ennakkotilaus
K	Cross-dock	Kauttakulku tilaus
N	Pick-up order	Noutotilaus
V	Export order	Vientitilaus
W	Web order	Web-tilaus
PN	Rusk pick-up order	Pikanouto

5.2.6 TermsCode

The terms code is used for order processing in warehouse. This is used internally and if special values are needed they must be based on the contract made between Principal and Posti.

5.2.7 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 contracts in a 3-letter format followed by the place specified in the contract (e.g. the port or where the goods are to be picked up).

Incoterm 2010 is used, but it is possible to add incoterms based on the contract with Principal in case there are such business needs.

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)

5.2.8 FreightTermsLocation

Freight term location of the order.

5.2.9 DoNotConsolidate

This flag indicates whether shipment constraints and routing based constraints should be used during release creation for shipment.

Effective warehousing is based on consolidated sales order. If sales order consolidation is not allowed then DoNotConsolidate = 'Yes'. If consolidation is not allowed among Principal's sales order it is agreed and described in the contract between Principal and Posti.

5.2.10 CarrierAccountNo

The account number of the customer with the carrier.

5.2.11 CarrierServiceCode

The carrier service used to ship for the order. (e.g. 2W2103)

<http://www.posti.fi/yrittysasiakkaat/posti-palvelee/uudistus/>

→ Tekniset ohjeet (alhaalla ruudulla) -> Pakettipalvelujen käyttöönotto suorille EDI-asiakkaille

5.2.12 SCAC

The carrier assigned to the order.

If Posti's Parcel Services are used then this information is not needed. If other carriers are used they must be agreed in the contract between Principal and Posti.

5.2.13 ScacAndService

Combination of carrier code and service code.

5.2.14 CustCustPONO

The Purchase order number of the Participant's customer. In some situations, this may need to be printed on the actual packaging.

5.2.15 CustomerPONO

Principal's sales order number.

5.2.16 BuyerOrganizationCode

Identifies the buying organization. The value must be a valid organization defined in the system. If left empty, defaults to one-time customer. Use of buyer organization codes is agreed and described in the contract between principal and Posti.

5.2.17 CustomerOrderDate

The date the customer has created the order.

5.2.18 GoodsNature

Nature of goods. Used only with international postal services.

5.2.19 ReturnCode

Return code in case of non-delivery. Only used with international postal services.

5.2.20 InvoiceNumber

Invoice number. Used with international postal services to countries outside of the EU. Invoice or pro-forma invoice number that the recipient will use for import customs.

5.3 Order/OrderLines/OrderLine

5.3.1 ShipNode

Ship node from which the order line will be fulfilled. Mandatory when SerialNo is used.

Agreed with Posti and Principle.

- Voutila = 12
- Pennala = 40

5.3.2 CustomerLinePONo

Principal's sales order line number.

5.3.3 SerialNo

Requested serial number of the item in case of a special serial number is ordered. When SerialNo is used, ShipNode is also mandatory.

5.3.4 SegmentType

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

Segment type and Segment should be taken in use only on demand if Principal has specific needs and would need to be discussed with Posti business and described in the contract with Pricipal and Posti.

Default is space value.

5.3.5 Segment

Indicates Segment for the order line.

5.3.6 OrderedQty

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

5.3.7 ReqShipDate

The date the customer has requested the order line to be shipped on. This date is stamped on order lines (as requested ship date) during order creation if no requested ship date was passed at the order line level.

5.3.8 ReqDeliveryDate

The date the customer has requested the order line to be delivered. This date is stamped on order lines (as requested delivery date) during order creation if no requested delivery date was passed at the order line level.

5.3.9 MinShipByDate

The preferred minimum ship by date of the available supply that order line can allocate against.

Available supply with ship by date earlier than the minimum ship by date will not be considered.

This applies to the order line with a valid time-sensitive item.

5.3.10 DependencyShippingRule

Field is used in case of bundle lines. This value must be 01 and is used only in parent row.

5.3.11 TransactionalLineId

Field is used in case of bundle lines. This value is the same as CustomerLinePONo and used only in parent row

5.3.12 KitCode

Specifies a collection of items that form a unit. For example, a home theater system is a unit, or kit, consisting of components such as a VCR, a TV, a stereo, and other components. Use of kit items is agreed and described in the contract between principal and Posti.

LK = Logical Kit.

5.3.13 OrderLineType

Order line type. This field is used mainly when the item is not a physical item but a transport cost etc.

Possible values:

- CostProduct
- ServiceProduct

5.4 Order/OrderLines/OrderLine/Dependency

5.4.1 DependentOnTransactionalLineId

Field is used in case of bundle lines. This line has reference to the parent row. This value is the same as CustomerLinePONo in parent row.

Example:

Parent row e.g. table

- CustomerLinePONo = 110
- DependencyShippingRule = 01

- TransactionalLineId = 110 (parent row's CustomerLinePONo)
- DependentOnTransactionalLineId = no value

Line having reference to parent row e.g chair

- CustomerLinePONo = 120
- DependencyShippingRule = no value
- TransactionalLineId = no value
- DependentOnTransactionalLineId = 110 (parent row's CustomerLinePONo)

Line having reference to parent row e.g chair

- CustomerLinePONo = 130
- DependencyShippingRule = no value
- TransactionalLineId = no value
- DependentOnTransactionalLineId = 110 (parent row's CustomerLinePONo)

Standard line having no references to any other lines

- CustomerLinePONo = line number itself
 - DependencyShippingRule = no value
 - TransactionalLineId = no value
 - DependentOnTransactionalLineId = no value
-

5.5 Order/OrderLines/OrderLine/Item

5.5.1 UnitOfMeasure (UOM)

The unit of measure of the sales order line.

Sales unit of measure and purchase unit of measure should be the same as inventory unit of measure. It is possible to do conversion in Sterling but it has to be discussed and be based on the contract with Principal and Posti

5.5.2 ProductClass

The product class is used as an inventory class identifier.

Product classes are pre-defined by Posti. If Product classes based on Principal's own values are needed, they are agreed and described in the contract with 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).

5.5.3 ItemID

The identifier for the item. The ItemID, UOM, and Product class form the unique inventory identifier for an order line.

5.5.4 ItemDesc

Description for the item.

If Item Description is sent in InSalesOrder integration, it will be printed to the documents.

5.5.5 CustomerItem

The item ID for the Principal's customer.

This is not printed to the document. As a Principal's special requirement, it can be printed but is based on the contract with Principal and Posti.

5.6 Order/OrderLines/OrderLine/Extn

5.6.1 ExtnCustomerSalesUOM

Customer sales unit of measure.

5.6.2 **ExtnCustomerSalesUOMConversion**

Customer sales unit of measure conversion multiplier. This can be used together with base unit quantity to calculate sales unit quantity.

5.6.3 **ExtnIsCriticalItem**

Indicator of whether back orders are allowed or not, in case there are insufficient supplies to fulfill the ordered quantity.

5.7 **Order/OrderLines/OrderLine/Extn/ExtnOlineSpecialServiceList/ExtnOlineSpecialService**

5.7.1 **SpecialServicesCode**

The code identifying the Special Service to be performed on the Order Line.

5.8 **Order/OrderLines/OrderLine/Extn/ExtnOlineSpecialServiceList/ExtnOlineSpecialService/Attributes/Attribute**

These attributes are usually used with transport related additional services to carry additional information related to the service, e.g. phone number.

5.8.1 **Name**

Name of the attribute relating to the special service (additional service) code.

5.8.2 **Value**

Value of the attribute relating to the special service (additional service) code.

5.9 **Order/OrderLines/OrderLine/Instructions/Instruction**

Sales order line instructions are pre-defined by Posti. In Posti WMS there is no standard logistic process based on sales order line instructions.

Instructions are typically used at:

- Beginning of outbound printouts
 - End of outbound printouts
 - Beginning of picking list
 - End of picking list
-

For certain sales order line instructions special usage for Principal can be defined from a special requirement described in the contract with Principal and Posti.

5.9.1 InstructionType

Name of the pre-defined instruction type.

5.9.2 InstructionText

Free-form text indicating any additional information related to the instruction type.

5.10 Order/OrderLines/OrderLine/LinePriceInfo

This information is needed if delivery note printout is needed with prices.

5.10.1 Currency

The currency code in which this order is being processed. All price fields are assumed to be in this currency.

ISO standard currency codes.

5.10.2 UnitPrice

The unit price for the order line including tax.

5.10.3 ListPrice

The list price of the item. This is an informational field.

5.10.4 DiscountPercentage

The discount percentage is the percentage decrease in price between the list and unit price for a given buyer. This value is calculated by subtracting the difference between the list price and unit price and divided by the list price.

5.11 Order/OrderLines/OrderLine/LineTaxes

This information is needed if delivery note printout is needed with prices.

5.11.1 TaxPercentage

Percentage amount for tax calculation in order line.

5.11.2 Tax

The unit tax amount in order line. Tax cannot be less than zero

5.11.3 TaxName

The Tax name.

5.12 Order/OrderLines/OrderLine/References/Reference

References are used only as pass through data and is sent back to Principal in OutDeliveryConfirmation.

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

5.12.1 Name

The name of the reference. These reference names must be defined and agreed in the contract with Participant and Posti.

5.12.2 Value

Free-form text associated with the Reference Name.

5.13 Order/OrderLines/OrderLine/KitLines/KitLine

Use of kit items is agreed and described in the contract between principal and Posti.

5.13.1 CustomerItem

The item ID for the Principal. No functionality in WMS.

5.13.2 ItemDesc

Description for the item.

5.13.3 ItemID

The unique identifier for the component item.

5.13.4 KitQty

The number of components required to one kit.

5.13.5 ProductClass

Component product class.

5.13.6 UnitOfMeasure

Component unit of measure.

5.14 Order/OrderLines/OrderLine/KitLines/KitLine/Extn

5.14.1 ExtnAttr1

Extra attribute for KitLine. Use of the attribute must be defined and agreed in the contract between principal and Posti.

5.14.2 ExtnAttr2

Extra attribute for KitLine. Use of the attribute must be defined and agreed in the contract between principal and Posti.

5.14.3 ExtnAttr3

Extra attribute for KitLine. Use of the attribute must be defined and agreed in the contract between principal and Posti.

5.14.4 ExtnAttr4

Extra attribute for KitLine. Use of the attribute must be defined and agreed in the contract between principal and Posti.

5.14.5 ExtnAttr5

Extra attribute for KitLine. Use of the attribute must be defined and agreed in the contract between principal and Posti.

5.15 Order/OrderLines/OrderLine/OrderLineInvAttRequest

5.15.1 LotNumber

The Lot Number that has been specified in the Order Line for delivering from stock.

5.16 Order/OrderLines/OrderLine/OrderLineInvAttRequest/Extn

5.16.1 ExtnBestBeforeDate

Best before date that has been specified in the Order Line for delivering from stock.

5.17 Order/Instructions/Instruction

Sales order instructions are pre-defined by Posti. In Posti WMS there is no standard logistic process based on sales order instructions.

Instructions are typically used in:

- Outbound printouts
- Picking list

For certain sales order instructions special usage for Principal can be defined from a special requirement described in the contract between Principal and Posti.

5.17.1 **InstructionType**

Name of the pre-defined instruction type.

5.17.2 **InstructionText**

Free-form text indicating any additional information related to the instruction type.

5.18 Order/PersonInfoShipTo

5.18.1 **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.

5.18.2 **LastName**

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

5.18.3 **Company**

The company this person is associated with.
In case of company name is known it is written here.

5.18.4 **ZipCode**

The zip code in the address.

5.18.5 **City**

The city in the address.

5.18.6 **Country**

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

5.18.7 AddressLine1

The address line 1 in the address.

5.18.8 AddressLine2

The address line 2 in the address.

5.18.9 AddressLine3

The address line 3 in the address.

5.18.10 AddressLine5

Used only with separate agreement with Posti.

5.18.11 AddressLine6

Used only with separate agreement with Posti.

5.18.12 DayPhone

The day phone number at which the person or a predesignated employee of the organization referred to in the address can be called.

5.18.13 OtherPhone

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

5.18.14 EmailId

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

5.19 Order/PersonInfoBillTo

If Bill to address is sent by Principal in integration, then Bill to address is bill to address in Principal's sales order.

Bill to address is for information only and can be used only in printouts if needed and is agreed as an additional service.

5.19.1 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.

5.19.2 LastName

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

5.19.3 Company

The company this person is associated with.
In case of company name is known it is written here.

5.19.4 ZipCode

The zip code in the address.

5.19.5 City

The city in the address.

5.19.6 Country

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

5.19.7 AddressLine1

The address line 1 in the address.

5.19.8 AddressLine2

The address line 2 in the address.

5.19.9 AddressLine3

The address line 3 in the address.

5.19.10 AddressLine6

Used only with separate agreement with Posti.

5.19.11 DayPhone

The day phone number at which the person or a predesignated employee of the organization referred to in the address can be called.

5.19.12 OtherPhone

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

5.19.13 EmailId

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

5.20 Order/AdditionalAddresses/AdditionalAddress

5.20.1 AddressType

Identifies the type of address. Part of unique key.

5.21 Order/AdditionalAddresses/AdditionalAddress/PersonInfo

5.21.1 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.

5.21.2 LastName

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

5.21.3 PersonId

The unique identifier for a person of this address. This is not linked to Posti WMS customer management and is for information only.

5.21.4 Company

The company this person is associated with.
In case of company name is known it is written here.

5.21.5 ZipCode

The zip code in the address.

5.21.6 City

The city in the address.

5.21.7 Country

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

5.21.8 AddressLine1

The address line 1 in the address.

5.21.9 AddressLine2

The address line 2 in the address.

5.21.10 AddressLine3

The address line 3 in the address.

5.21.11 AddressLine6

Used only with separate agreement with Posti.

5.21.12 DayPhone

The day phone number at which the person or a predesignated employee of the organization referred to in the address can be called.

5.21.13 OtherPhone

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

5.21.14 EmailId

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

5.22 Order/References/Reference

References are used only as pass through data. This information is not sent back to Principal in OutDeliveryConfirmation.

5.22.1 Value

Free-form text associated with the Reference Name.

5.22.2 Name

Free text for determined reference Name.

5.23 Order/SpecialServices/SpecialService

5.23.1 SpecialServicesCode

The code identifying the Special Service to be performed on the Order.

Special Service Codes are pre-defined by Posti.

5.24 Order/SpecialServices/SpecialService/Attributes/Attribute

These attributes are usually used with transport related additional services to carry additional information related to the service, e.g. phone number.

5.24.1 Name

Name of the attribute relating to the special service (additional service) code.

5.24.2 Value

Value of the attribute relating to the special service (additional service) code.

5.25 Order/Extn

5.25.1 ExtnDeliveryNoteLanguage

Delivery note language.

5.25.2 ExtnDeliveryNoteTemplate

Delivery note template.

5.25.3 ExtnDeliveryNotePricing

Delivery note pricing.

5.25.4 ExtnPrincipalLogo

Principal's logo on delivery note.

5.25.5 ExtnRoutingType

Routing type. For Posti internal use only.