

CHEP CUSTOMER ELECTRONIC TRANSACTIONS

NEW STANDARD EDI DOCKET FILE FORMAT

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1 INTRODUCTION

CHEP accepts CHEP equipment movement information from customers. This information can come from a CHEP supplied system, the customers own system or a third party agency nominated by you.

All movements informed to CHEP must adhere to the CHEP Standard EDI Docket File Format as a CSV File (Comma Separated Values). This document describes the layout of the file and the combination of what fields are to be used to send the information to CHEP.

2 SCOPE

This document will describe the format of the file you send to CHEP, and the required information it must contain. It does not describe how to create the file or how the file is used.

3 FILE RECORD

In the layout there are two distinct components:

1. Header Record, containing technical details of the file.
2. Movement Record Field is made up of one row containing field names and subsequent rows containing transaction records.

4 DOCKET NUMBERS

When using this file to notify CHEP of your movements, you will note that where applicable, for each transfer advice you have the option to generate a docket number. Where no docket number is supplied, CHEP will automatically generate a docket number for the movement.

Please contact your CHEP support office in the country you are in if you are unsure if you should provide a docket number.

This is to be unique for each transfer and to be in sequential order. To prevent the duplication of docket numbers, CHEP will allocate you a customer specific docket prefix and suffix where applicable. The allocated prefix and suffix combination will be for your account only.

An example of the docket format ASDF64537564A, (The first 4 characters – alpha &/or numeric, next 8 – numeric only, last character – alpha /or numeric). You will receive a Docket Suffix/Prefix to coincide with the CHEP Docket length and format of 13 characters.

Before creating any movements using this file format where necessary you will need to get your docket number prefix and suffix from CHEP. If you do not have a CHEP assigned docket prefix and suffix, you run the risk of your dockets not being processed or creating duplicate dockets. The docket suffix and prefix are provided to you by CHEP. Please contact your relevant support team for the region / country you are in.

5 TESTING OF FILES

Before we can accept your files for loading, we need to test them to make sure that your file contains the required fields that they are accurate and they will load into our system. After creating a sample file using the layout provided in this document, contact your CHEP representative to let them know that you have a file that needs testing. We will load the file and report back to you any problems that we have encountered. This step is compulsory.

Once we are satisfied that your report meets all the requirements and loads correctly, we will direct you to the live email address.

6 SENDING THE FILE

Electronic movements should be sent to CHEP daily if possible. If you cannot send your file daily, at least weekly is strongly recommended. Once you have sent the email file to you will receive an email from CHEP advising that we have received the file, if you do not receive this email you will need to confirm if your email was sent.

7 CORRECTIONS

Corrections cannot be raised via an EDI file, nor can a request for a correction be emailed to the same address as the EDI files. If you need to correct or amend a docket you will need to do this by accessing myCHEP at my.chep.com or by contacting Customer Service via phone or email in the region / country you are in.

8 CONTACT US

If you have any questions about creating, testing or receiving a CSV file for export to CHEP, please contact our Customer Systems Helpdesk for the country / region you are in.

9 HEADER RECORD

Num	Field	Length	Example	Comment	Mandatory
1	Header Indicator	CHAR(1)	H	Header Indicator. Must be H.	Y
2	Recordnum	NUM(10) (Max)	1	A running total of the record/row	Y
3	RecordCount	NUM(10) (Max)	38	Total records in file including header record	Y
4	SendDate	NUM(8)	10052008	DDMMYYYY	Y
5	ProgramName	CHAR(10) (Max)	NEWAPDCKT	CHEP STANDARD EDI DOCKET FORMAT	Y
6	ProgramVersion	CHAR(10) (Max)	1.0 1.1	1.0 – AP Docket 1.1 - Automotive	Y
7	InformerGLID	CHAR(10)	1610910001	Chep Assigned Customer GLID of Informing customer Location.	Y
8	CountryCode	NUM(4)	91	Country Code of CHEP Country	Y
9	CustomerFileRef	CHAR(10) (Max)	AAZZ111999	First 4 characters of the customer allocated docket prefix (where applicable) with a sequential counter for which is unique for each file sent.	Y
10	Confirmation eMail address	CHAR(50) (Max)	Customer.name@chep.com	Customer email address to receive confirmation. Not mandatory for China	N

Key for length column:

CHAR = Character (Alpha Numeric)

NUM = Numeric

(n) = number of characters or digits

(Max) Denotes this is the maximum field length. Where a Maximum field length is specified any number of Characters / Numbers can be used up to, or equal to this length.

10 MOVEMENT RECORD

Field #	Field	Length	Example	Comment	Mandatory
1	LineType	CHAR(1)	F or D or C	This field is used to define whether the line in the file is a continuation of the docket in the line above it (Where the value would be - C), or a new docket (Where the value would be -D). F to indicate Field Name Line	Y
2	RecordNum	NUM(5) (Max)	2	Sequentially incremented Line Numbers per file	Y
3	DOCKETNUMBER	CHAR(13)	AAZZ123456789	Docket number where applicable.	N
4	SENDER	NUM(10)	1610989098	Sending Party on the movement (Sender GLID)	Y
5	RECEIVER	NUM(10)	1610989098	Receiving Party on the movement(SENDER GLID)	Y
6	DOD	NUM(8)	10052008	Date of Dispatch (DDMMYYYY)	Y
7	DOR	NUM(8)	10052008	Date of Receipt (DDMMYYYY)	Y
8	EFD	NUM(8)	10052008	Effective Date (DDMMYYYY)	Y
9	REF1	CHAR(16) (Max)	ShipmentNum	Sender Reference. All values are to be enclosed by double Quotation Marks. Ie "reference"	N
10	REF2	CHAR(16) (Max)	Load 254	Receiver Reference. All values are to be enclosed by double Quotation Marks. Ie "reference"	N
11	MATERIAL	NUM(5)	10001	Material code	Y
12	QUANTITY	NUM(6) (Max)	25	Docket Qty. <i>Must be whole numbers, no decimal places.</i>	Y

Key for length column:
 CHAR = Character (Alpha Numeric)
 NUM = Numeric
 (n) = number of characters or digits

(Max) Denotes this is the maximum field length. Where a Maximum field length is specified any number of Characters / Numbers can be used up to, or equal to this length.

11 FILE EXAMPLE

H	1	7	14052008	NEWAPDCKT	1.0	9100012345	91	AAZZ111999	Customer.name@chep.com		
F	2	DOCKETNUMBER	SENDER	RECEIVER	DOD	DOR	EFD	REF1	REF2	MATERIAL	QUANTITY
D	3	AAZZ00001234	9100012345	9100067890	10052008	12052008	11052008	"Andrew Howard"	"XYN123345123XCU1"	10001	10
D	4	BBJJ00001735	9100067681	9100012345	11052008	12052008	12052008	"SH/N 1234"	"DEL456"	10001	14
C	5	BBJJ00001735	9100067681	9100012345	11052008	12052008	12052008	"SH/N 1234"	"DEL456"	10002	20
C	6	BBJJ00001735	9100067681	9100012345	11052008	12052008	12052008	"SH/N 1234"	"DEL456"	10700	96
D	7	AAZZ00001236	9100012345	9100067890	14052008	18052008	14052008	"MI6"	"XYN123345123X007"	10700	78