

22 SEPTEMBER 2009

ENGLISH ONLY

**UNITED NATIONS CENTRE FOR TRADE FACILITATION AND ELECTRONIC  
BUSINESS (UN/CEFACT)**

**RULES FOR PRESENTATION OF  
STANDARDIZED MESSAGE AND DIRECTORIES DOCUMENTATION  
(R.1023/REV.11)**

Informal Note submitted by the UN/CEFACT Information Content Management Group (ICG)

The revision was developed by the UN/CEFACT ICG for the purposes of correct formatting of a UN/EDIFACT message GOVCBR introduced in the release D.09A. The modification concerns the size of the number of characters needed for section 4.3.1, the segment table. This has now been increased from its initial size of 70 characters to 75 characters. The change may cause problems with programs that extract the information from the message directory (EDMD). This document is for information.

ECE/TRADE/C/CEFACT/2009/MISC.1

## CONTENTS

<b>I.</b>	<b>INTRODUCTION.....</b>	<b>3</b>
A.	FOREWORD AND SCOPE.....	3
B.	CONVENTIONS AND FORMATS.....	3
C.	CROSS REFERENCING.....	3
D.	SYNTAX CONTENT REMOVAL FROM DIRECTORY PRODUCTION.....	4
<b>II.</b>	<b>GENERAL REQUIREMENTS.....</b>	<b>4</b>
A.	REQUIREMENTS FOR ALL TEXT IN ELECTRONIC OR PRINTED FORM.....	4
<b>III.</b>	<b>UN/EDIFACT DIRECTORIES.....</b>	<b>7</b>
A.	REQUIREMENTS FOR THE UN/EDIFACT DIRECTORIES.....	7
1.	<i>Layout of a standard directory cover page.....</i>	7
2.	<i>The table of contents for the UN/EDIFACT directories.....</i>	8
3.	<i>Introduction to PART 3 of the UN/EDIFACT directories.....</i>	9
<b>IV.</b>	<b>MESSAGE TYPE DIRECTORY.....</b>	<b>10</b>
A.	MESSAGE TYPE DIRECTORY INDEX.....	10
B.	REQUIREMENTS FOR ALL MESSAGE BOILERPLATE TEXT.....	12
C.	MESSAGE BOILERPLATE COVER PAGES.....	13
1.	<i>Messages in development.....</i>	13
2.	<i>United Nations standard messages (UNSM).....</i>	14
D.	MESSAGE TABLE OF CONTENTS.....	16
1.	<i>Message in development (MID) boilerplate table of contents.....</i>	16
2.	<i>United Nations standard message (UNSM) boilerplate table of contents.....</i>	17
E.	INTRODUCTION (SECTION 0), SECTION 1, SECTION 2, AND SECTION 3 OF THE MID AND UNSM BOILERPLATE.....	18
F.	SECTION 4 OF BOTH THE MID AND UNSM BOILERPLATE.....	20
1.	<i>Section 4.1 (Segment clarification).....</i>	20
2.	<i>Section 4.2 (Segment index).....</i>	25
3.	<i>Section 4.3.1 (Segment table).....</i>	26
4.	<i>Section 5 (Directories).....</i>	28
5.	<i>Section 6 (Supporting documentation).....</i>	29
<b>V.</b>	<b>SEGMENT DIRECTORY.....</b>	<b>29</b>
A.	SEGMENT DIRECTORY INDEX.....	29
B.	SEGMENT SPECIFICATIONS.....	31
<b>VI.</b>	<b>COMPOSITE DATA ELEMENT DIRECTORY.....</b>	<b>34</b>
A.	COMPOSITE DIRECTORY INDEX.....	34
B.	COMPOSITE DATA ELEMENT SPECIFICATIONS.....	36
<b>VII.</b>	<b>DATA ELEMENT DIRECTORY.....</b>	<b>40</b>
A.	DATA ELEMENT DIRECTORY INDEX.....	40
B.	DATA ELEMENT SPECIFICATIONS.....	42
<b>VIII.</b>	<b>CODE LISTS.....</b>	<b>45</b>
A.	CODE LIST SPECIFICATIONS.....	45
<b>ANNEXES.....</b>		
ANNEX I	ALLOWED CHARACTER SETS.....	49
ANNEX II	DATA ELEMENTS USED IN LAYOUTS.....	50
ANNEX III	DIRECTORY VERSION AND RELEASE PROCEDURES.....	51

## **INTRODUCTION**

### **A. FOREWORD AND SCOPE**

1. The requirements for the data transfer of information and the requirements for documentary layout of such information are not the same. This is the case for the UN/EDIFACT set of directories which uses the UN/EDIFACT DIRDEF message for the transfer of the directories and which takes a different form for the transfer of the equivalent information in readable form on magnetic media.
2. The layout specified in this document may be used for submissions of human readable message documentation to the UN/ECE Secretariat via magnetic media wherever the DIRDEF message is not used.
3. It shall be used by the UN/ECE Secretariat when publishing message boilerplates and their supporting directories in human-readable format via magnetic media and in producing the printed documentation.
4. This document shall be applied to the documentation of UN/EDIFACT messages and their supporting directories (segment, composite data element, data element, and code documentation).

### **B. CONVENTIONS AND FORMATS**

5. In this documentation, the following conventions are defined:
  - (a) Variable fields that correspond to values maintained by a standard code list have their data element tag identified within the brackets [ ]. For example, [0065] refers to the relevant content of data element 0065. Examples of data elements used in layouts appear in Annex 2;
  - (b) Other variable fields which are used in the document layouts are identified by { } and their content is explained at the appropriate place;
  - (c) The use of the version and release data elements for UN/EDIFACT messages shall be as described in Annex 3.

### **C. CROSS REFERENCING**

6. The UN/EDIFACT Working Group (EWG) have reviewed the issues raised regarding the use of cross-referencing techniques across all directory levels and confirmed a decision to move to the electronic dissemination and use of standards data at the earliest opportunity. Therefore, cross-referencing will not be used in the printed representation of UN/EDIFACT directories. It is anticipated that browser technology will be used for displaying standards in the foreseeable

future. In this instance, complete linkages throughout the standards hierarchy should be employed rather than creating a cross referencing technique.

#### **D. SYNTAX CONTENT REMOVAL FROM DIRECTORY PRODUCTION**

7. Previous UN/EDIFACT directories have included the United Nations service code list (UNSL) applicable to version 3 of the syntax. The adoption of ISO 9735 Version 4 (all Parts) effectively means that at least two versions of the UN/EDIFACT syntax (ISO 9735 Versions 3 and 4) are now operable within the user community. The content of the two syntax versions are distinctly different, including the content of the service code lists.

8. In an effort to avoid ambiguity of content, effective with the production of the D.99B directory the full content of the syntax, irrespective of version, was eliminated from UN/EDIFACT directories. The full content of all syntax related reference documentation, for both version 3 and 4, and the associated code list directories are now available on the Joint Syntax Working Group (JSWG) web site<sup>1</sup>. All documentation is available for display and downloading.

### **II. GENERAL REQUIREMENTS**

#### **A. REQUIREMENTS FOR ALL TEXT IN ELECTRONIC OR PRINTED FORM**

- i) The number of printable characters per line shall be up to 70 characters. On magnetic media, each line shall be followed by the non- printable characters "Carriage Return" (ISO 8859 magnetic 13) immediately followed by "Form Feed" (ISO 8859 magnetic 10);
- ii) The number of printable lines per page shall be 50 in order to permit compatibility between the US letter (8.5" \* 11") format and the ISO A4 standard format;
- iii) The permitted character set shall be taken from ISO 8859-1 (G0 graphic set only) plus certain IBM graphic characters (see Annex 1). All characters including the space character shall be fixed pitch;
- iv) Character and line spacing shall be based on ISO 3535 that specifies basic spacing measurements of 1/6 inch or 4.233 mm for line spacing and 1/10 inch or 2.54 mm for character spacing;
- v) The type font shall be Courier 10;
- vi) No tabulation characters shall be used for magnetic media. Instead, where indentions occur 3 space characters shall represent each indention;
- vii) No page breaks shall be provided in the documents supplied on magnetic media;
- viii) Printed documents shall have a top and bottom margin of 3 line spaces for page headings and footings;

---

<sup>1</sup> <http://www.gefeg.com/jswg>. A link from the UN/CEFACT web site to this JSWG web site has also been created.

- ix) Printed documents shall have a left margin of a Minimum of 2.8 cm (13 character positions);
- x) No right justification of text is allowed (i.e., no insertion of extra space characters between words);
- xi) Printed documents shall have no bold, underlined or italic text;
- xii) Capital letters shall be used only in the following situations:
  - (a) at the beginning of a sentence;
  - (b) as the first letter of a name or a heading;
  - (c) as main title headings;
  - (d) in codes, tags and acronyms, and;
  - (e) as indicated in segment and composite directories.
- xiii) Horizontal and vertical starting positions of data items shall be as specified in the layouts and examples given in Part 3 and Part 4 of this document. These examples exclude the spacing required for page headings and for right and left margins that are not provided on electronic media;
- xiv) Documents that are printed recto-verso shall have in the top margin of the page the TRADE document number and page number that shall be right adjusted on odd numbered pages and left adjusted on even numbered pages;
- xv) All printed pages of the directories shall have the format as shown in Figure 1.

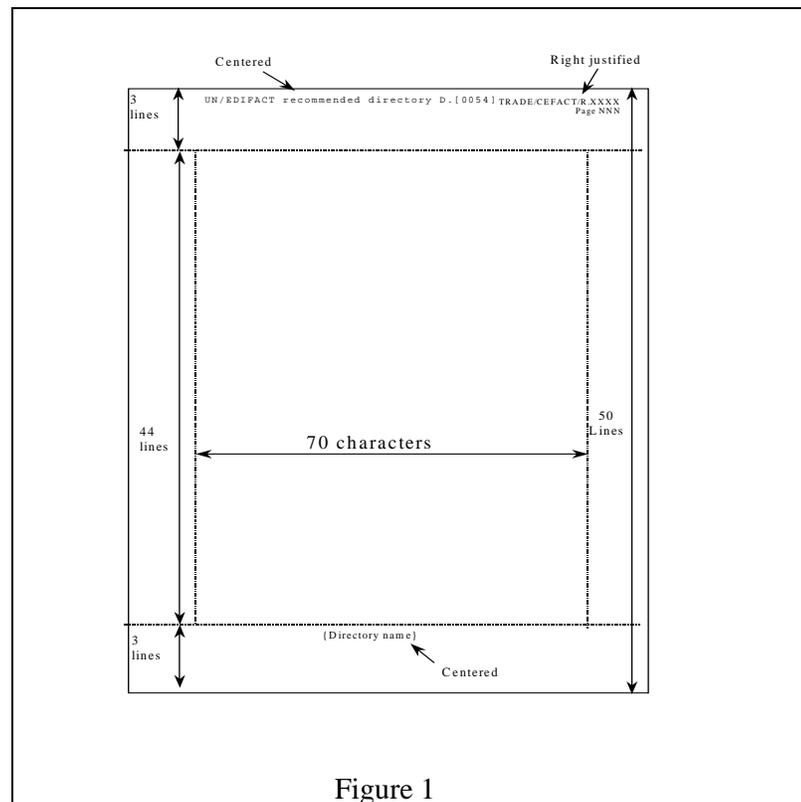


Figure 1

9. The following annotations apply:

XXXX is the document number assigned to the directory by the UN.

NNN is the sequential page number.

[0054] is the directory release.

{Directory name} is one of the following:

Message type directory

Segment directory

Composite data element directory

Data element directory

Code list

xvi) All printed pages of message boilerplates shall have the format as shown in Figure 2.

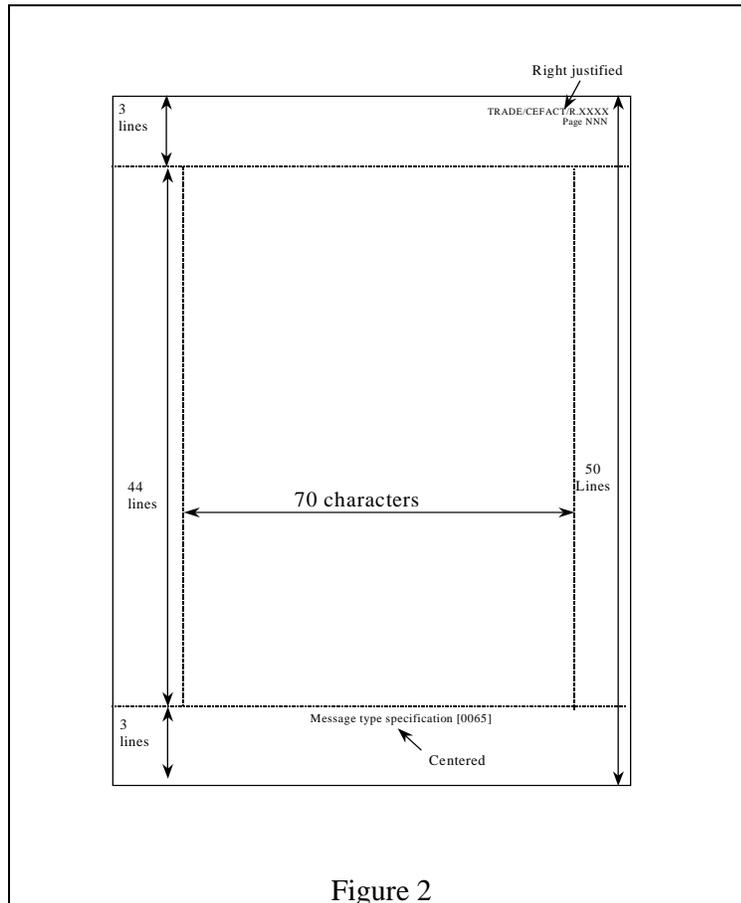


Figure 2

10. The following annotations apply:

XXXX is the document number assigned to the directory by the UN.

NNN is the sequential page number

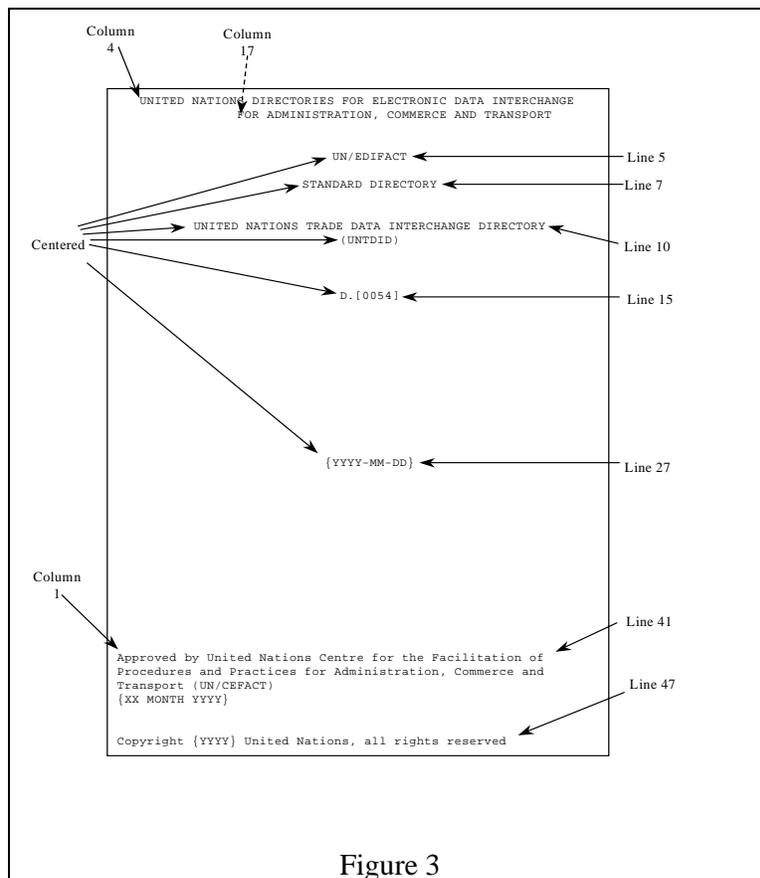
### III. UN/EDIFACT DIRECTORIES

#### A. Requirements for the UN/EDIFACT directories

11. The UN/EDIFACT directories and accompanying information are published in a single document. On magnetic media this document is divided into a series of separate files. The content and name of the different files can be obtained from the table of contents of the directory. For convenience this is provided on a specific file with the name "content.txt".

#### 1. Layout of a standard directory cover page

12. The cover page of the standard directory has the format shown in Figure 3.



- i) The field [0054] corresponds to the release of the directory (e.g., 98A);
- ii) The date {YYYY-MM-DD} in line 27 corresponds to the date of preparation of the directories by the UN Secretariat;
- iii) The date of approval on line 44 {XX MONTH YYYY} corresponds to the date of approval of the directories;
- iv) The date {YYYY} in line 47 corresponds to the year of copyright publication. Specifically, this date does not represent the date associated with directory production. It refers to the date the UN copyright policies have been updated and may not change with each directory publication cycle.

**2. The table of contents for the UN/EDIFACT directories**

13. The UN/EDIFACT directories have a table of contents and standard notes. The table of contents shall contain the information as shown in Figure 4.

Column 1	Column 6 Column 9 Column 11 Column 28	Column 52
	DESCRIPTION	FILE
PART 1	INTRODUCTION	d100.txt
PART 2	TERMS AND DEFINITIONS Glossary	part2.ZIP(1) a200.txt
PART 3 UNITED NATIONS DIRECTORIES FOR ELECTRONIC DATA INTERCHANGE FOR ADMINISTRATION, COMMERCE AND TRANSPORT		
Chapter 1	Introduction	content.txt
Chapter 2	Message type directory xMD	xmd.zip (1)(2)
1. Indexes		
1.1	Index of message types by code	xmd11.[0054]
1.2	Index of message types by name	xmd12.[0054]
2. Message type specifications	(yyyyyy = message type; for example, invoic_d.[0054] contains the specification for the invoice message)	yyyyyy_d.[0054]
Chapter 3	Segment directory xSD	xsd.zip (1)(3)
1. Indexes		
1.1	Index of segments by tag	xsd11.[0054]
1.2	Index of segments by name	xsd12.[0054]
2. Segment specifications		xsd.[0054]
Chapter 4	Composite data element directory xCD	xcd.zip (1)(4)
1. Indexes		
1.1	Index of composites by tag	xcd11.[0054]
1.2	Index of composites by name	xcd12.[0054]
2. Composite specifications		xcd.[0054]
Chapter 5	Data element directory EDED	eded.zip (1)(5)
1. Indexes		
1.1	Index of data elements by tag	eded11.[0054]
1.2	Index of data elements by name	eded12.[0054]
2. Data element specifications		eded.[0054]
Chapter 6	Code list	uncl.zip (1)(7)
1. Code list UNCL		uncl.[0054]

Figure 4

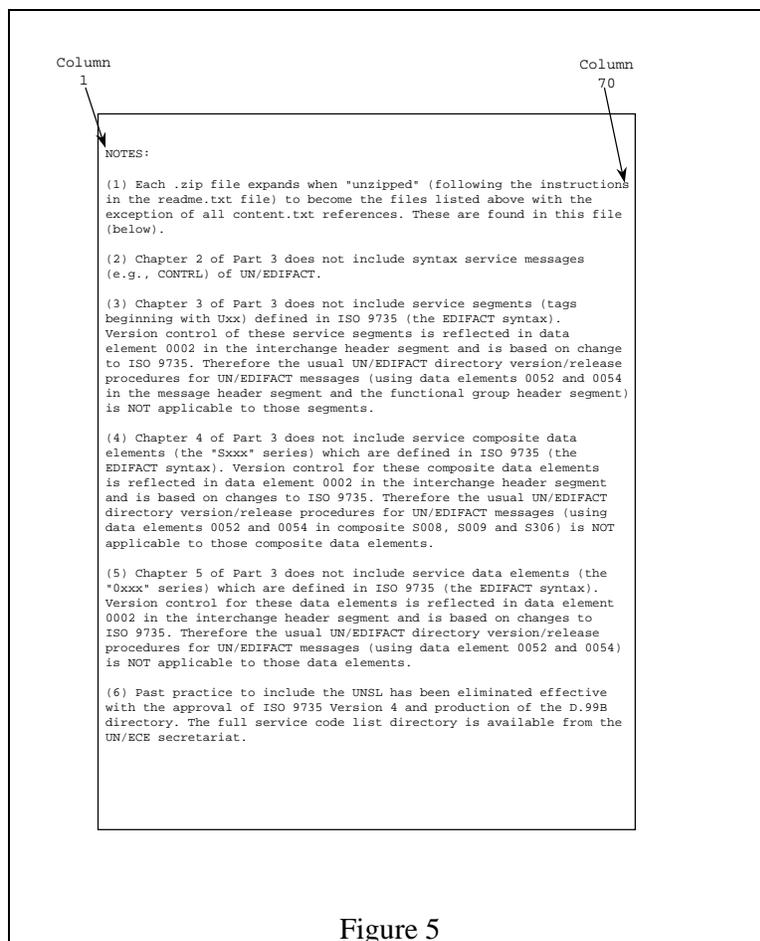
14. This document describes the rules of presentation for the information/files/data listed under part 3 of the table of contents. It does not cover the presentation of information/files/data found in parts 1 and 2.

15. The values of “x” as used in the file name column of Figure 4 is:

x = “E” for the batch directory set and  
“T” for the interactive directory set

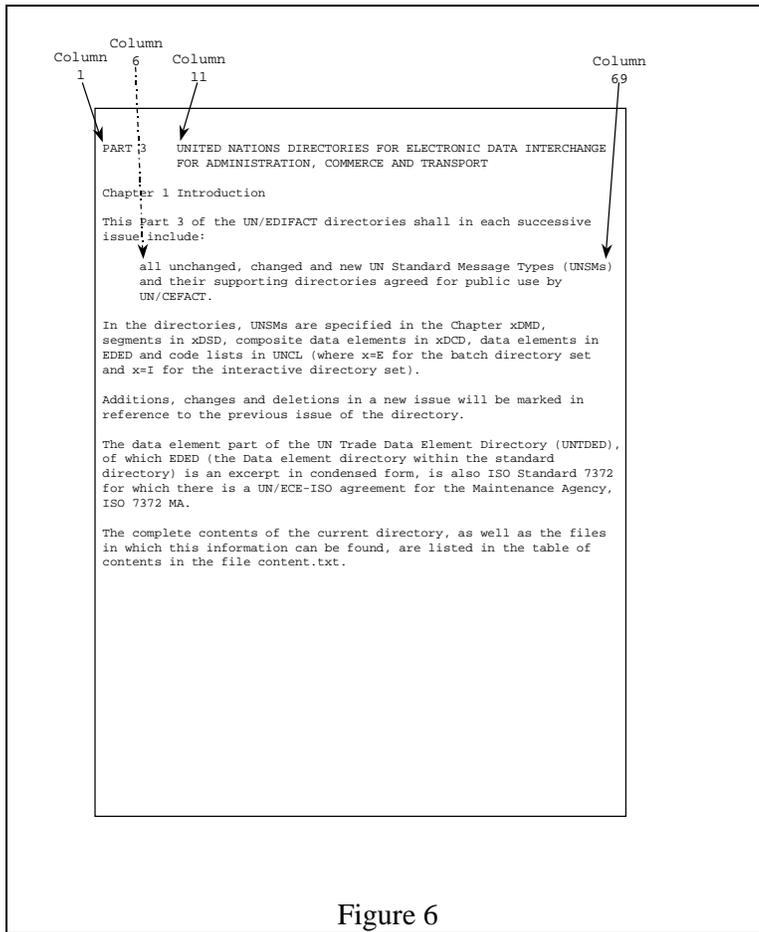
16. After the table of contents, there follows a page of standard text that contains the notes referring to the numbers found in parentheses against certain sections of the table of contents.

17. The standard text of these notes is shown in Figure 5.



### 3. Introduction to PART 3 of the UN/EDIFACT directories

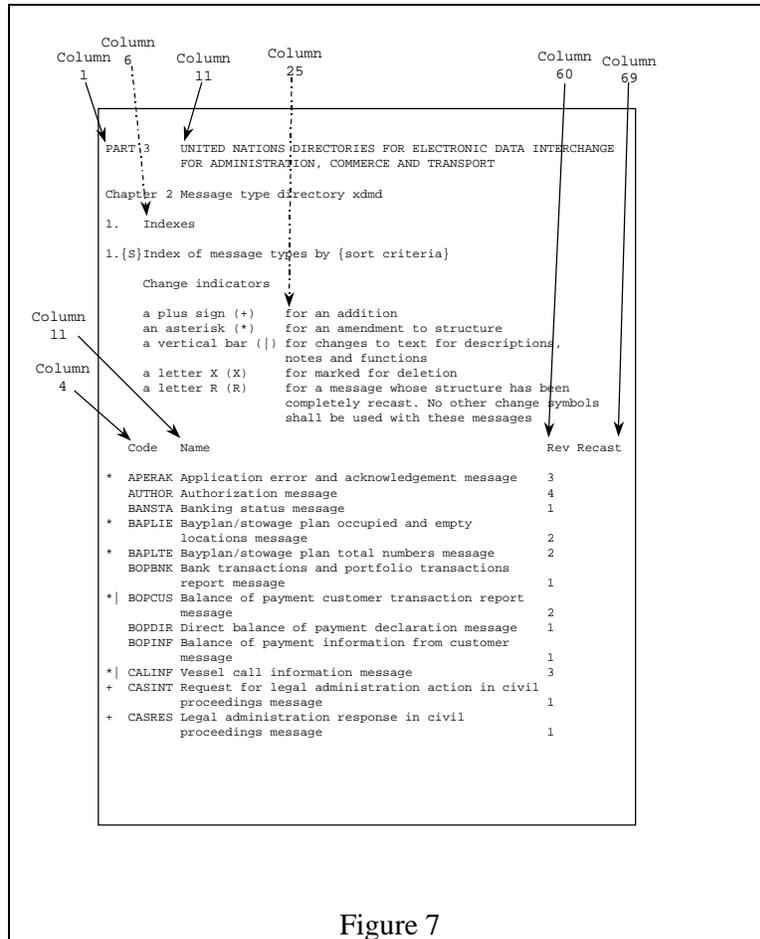
18. The standard text for the introduction to part 3 of the UN/EDIFACT directories is shown in Figure 6.



#### IV. MESSAGE TYPE DIRECTORY

##### A. MESSAGE TYPE DIRECTORY INDEX

19. The message type directory index comes in two forms which have exactly the same layout. One index is sorted by message type and the other is sorted by message name. The layout for the index is shown in Figure 7.



- i) The value for {S} is "1" for the index sorted by code (i.e., paragraph 1.1) and "2" for the index sorted by name (i.e., paragraph 1.2);
- ii) The value for {sort criteria} shall be "code" when the index is sorted by the message type (i.e., paragraph 1.1) and shall be "name" when the index is sorted by message name (i.e., paragraph 1.2);
- iii) The values of "x" as used in Figure 7 are:
  - x = "e" for the batch directory set and
  - "i" for the interactive directory set.
- iv) The specific meaning of the change indicators within the message type directory is as follows:
  - "+" New message added in this release.
  - "\*" Message structure changed in this release. A change to the message structure is defined as any change that has been made to the segment table, including the addition or change to message level dependency notes or notes.

- "|" Changes have been made to the message sections 1, 2, 3, and 4.1 in this release based on textual change requested by a DMR and which does not affect the segment table.
- "X" The message has been marked for deletion.
- "R" The structure of the message has been completely recast. No other change indicators are provided for the message.
- v) Up to two change indicators may be provided and shall be left aligned beginning in column 1 before the respective message. Even though the value of "R" is a change indicator, it shall only appear in the Recast column in position 67. In those instances when more than two change indicators apply simultaneously (i.e., 'X', "\*" and '|'), then priority should be given to placing the change indicators in the message type directory. The 'X', when applicable, shall always appear in the first and all subsequent directories until the message itself no longer appears. Second priority should be given to the use of "\*", followed by the use of "|". In any subsequent directory produced, the change indicators "\*" and "|" should not appear. The 'X' should be applied until such time as the message is permanently deleted from the directory;
- vi) A message marked for deletion shall appear in directories, so annotated, for three (3) years after the deletion status is first applied. At the conclusion of the three year period the message shall be deleted from future directory production;
- vii) The value in the "Rev" column indicates the message revision number assigned to a UNSM (see paragraph 4.3.2.11). The revision number, in the case where the message name exceeds the line limit, shall always appear on the second line. Should the revision number exceed one character in length, it should be presented as left justified and beginning in column 60;
- viii) The value in the "Recast" column indicates whether the message has been recast from a previous version. The recast specification, in the case where the message name exceeds the line limit, shall always appear on the second line. The recast specification shall only appear in the directory which first publishes the recast version of the message;
- ix) On magnetic media the index which is sorted by name is placed on a separate file. This file does not contain the title information, which are shown at the top of the sample page. It starts with the title "1.2 Index of message types by name" beginning in column 1 of the first line.

## **B. REQUIREMENTS FOR ALL MESSAGE BOILERPLATE TEXT**

20. Every UN/EDIFACT message is published as a separate document.

21. On magnetic media each message can be found on a separate file which shall be identified by its message type, the underline character ("\_"), followed by "D", followed by a file extension which indicates the release number (e.g., 98A). An example of a complete message file name is "INVOIC\_D.98A".

### C. MESSAGE BOILERPLATE COVER PAGES

#### 1. Messages in development

22. A message in development (MID) is not intended to be used for transmission in a production environment as it may contain non approved data elements, composites and segments. The layout for the cover page of a MID is shown in Figure 8.

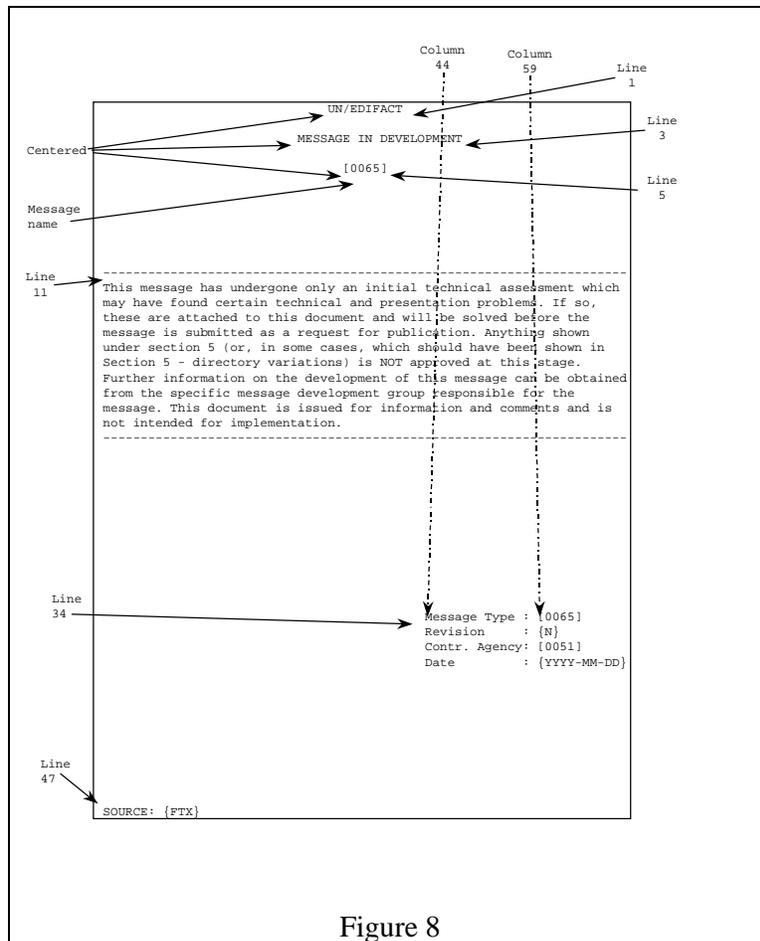


Figure 8

23. On the cover page of a MID boilerplate, the following information shall be supplied :

- i) The message name shall correspond to the full text name of the message type submitted for the code list of data element 0065;

- ii) The message type shall correspond to the code submitted for the code list of data element 0065;
- iii) The value of {N} after "Revision" is a sequential number as defined by the developer to indicate the current version of the MID which is being submitted. Upon initial development of the MID, the value applied shall be 0 (zero). Each subsequent change to the development of the MID shall result in the incremental increase of this value by 1 (one). (See Annex 3) ;
- iv) For controlling agency [0051], the value to be used is code "RT";
- v) The YYYY-MM-DD value of date shall be the date of preparation for the applicable revised message as assigned by the submitting organisation;
- vi) The field {FTX} after "SOURCE" shall be replaced with the name of the specific business domain group responsible for the message (example: "TBG1 Materials Management").

**2. United Nations standard messages (UNSM)**

24. The layout for the cover page of a UNSM is shown in Figure 9.

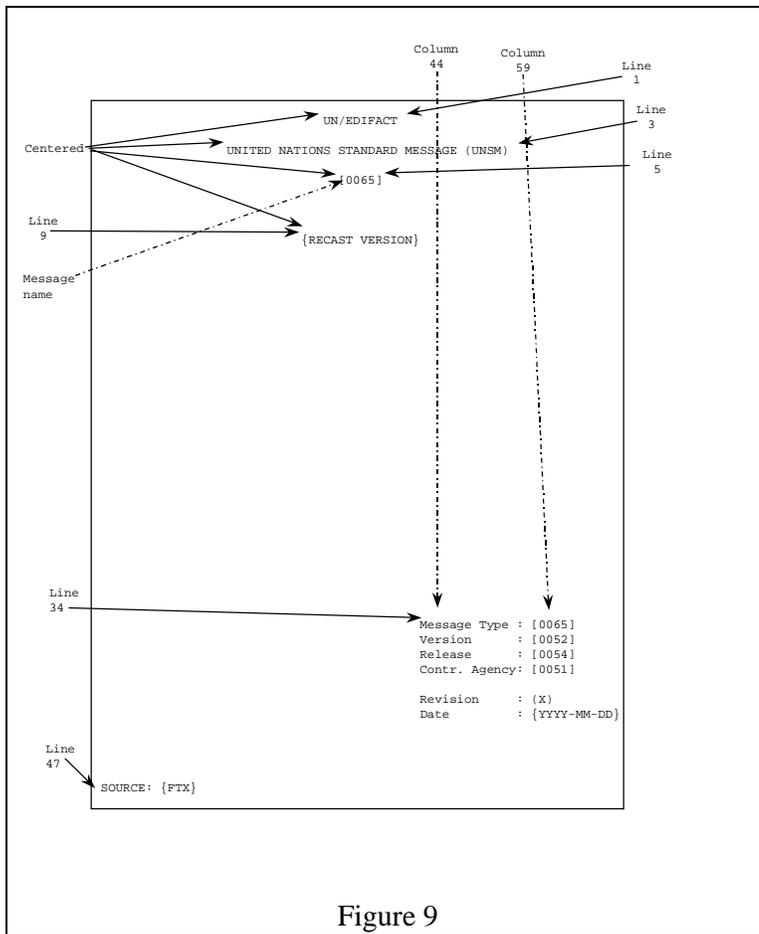


Figure 9

25. The following information shall be supplied for the cover page of the UNSM boilerplate:
- i) The message name shall correspond to the full text name of the message type submitted for the code list of data element 0065;
  - ii) The message type shall correspond to the code submitted for the code list of data element 0065;
  - iii) The term “RECAST VERSION” shall appear on the cover page of UNSMs in cases where the message has been completely restructured and the responsible business domain working group has requested its insertion. This term shall appear only in the directory release where the restructuring has occurred;
  - iv) In those instances when a message has been marked for deletion (i.e., when a change indicator of “X” is applied within the message type directory), the text phrase “This message will be removed effective with directory xxxxx.” [where xxxxx indicates the first directory version and release within which the message will no longer appear, e.g., D.02A] shall appear on line 9 of the message cover page. This entry shall appear on the first occurrence of the deletion notification and all subsequent directory publications until the message is actually deleted from further directory publications;
  - v) In those instances when a message can only be correctly implemented through the use of version 4 of the syntax (ISO 9735 Version 4), the text phrase “This message can only be used with ISO 9735 Version 4 or later.” shall appear on line 9 of the message cover page;
  - vi) No message which is marked for deletion shall be recast;
  - vii) In those instances when a message that requires the use of version 4 of the syntax is recast, the term “RECAST VERSION” shall appear on line 9 of the message cover page. The warning notation (see 4.3.2.5) shall then appear on line 10 of the message cover page;
  - viii) In those instances when a message is marked for deletion and requires the use of version 4 of the syntax to be correctly implemented, the marked for deletion notification shall appear on line 9 of the message cover page and the warning notation related to the use of version 4 of the syntax shall begin on the next available line;
  - ix) The version 0052 entry shall be “D”. The release 0054 entry shall reflect the release of the directory (e.g., 98A) within which the message will be published. See Annex 3 for specific details related to the issue of version and release;
  - x) For controlling agency [0051], the value to be used is code “UN” ;
  - xi) The message revision number (X) indicates the number of times an approved message has been revised. Upon initial approval of the message as a UNSM, the value applied shall be 1 (one). Each subsequent change to the message boilerplate shall result in the incremental increase of this value by 1 (one) in that instance of the directory. In the case of a recast message, the number shall again be incremented by

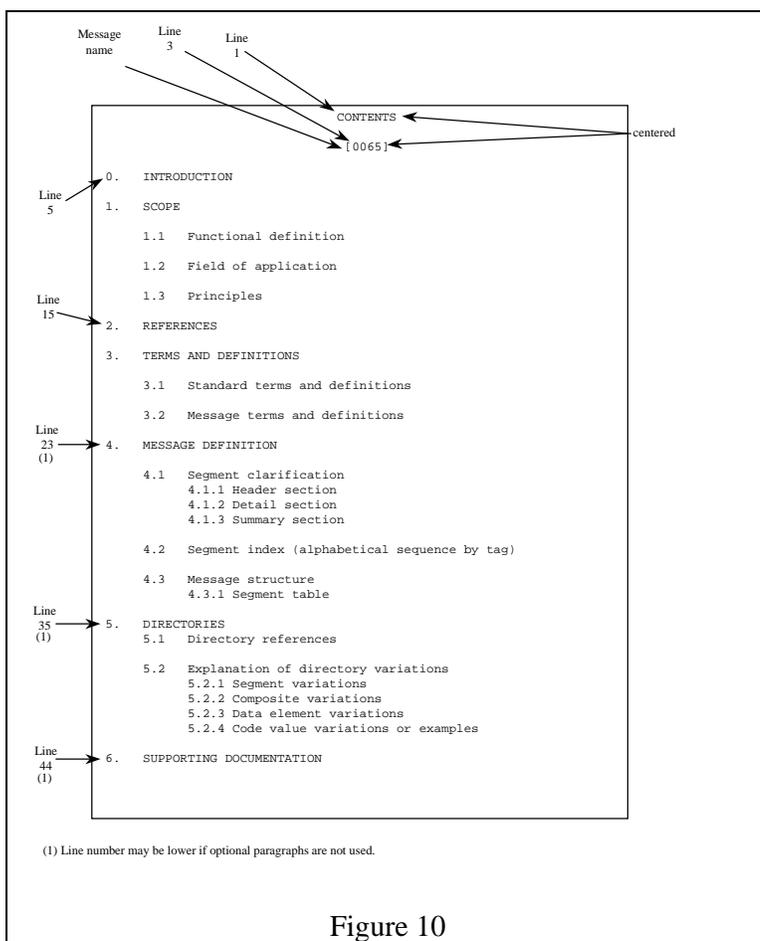
1 (one) from its previous value. A message that has been marked for deletion may be modified until it is scheduled to be deleted from the directory. The initial application of the change indicator “X” shall not solely cause the message revision number to be incremented. (See Annex 3) ;

- xii) The YYYY-MM-DD value of date shall be the date of preparation by the UN Secretariat;
- xiii) The field {FTX} after "SOURCE" shall be replaced with the name of the specific business domain group responsible for the message (example: “TBG1 Materials Management”).

## D. MESSAGE TABLE OF CONTENTS

### 1. Message in development (MID) boilerplate table of contents

26. The layout for the MID boilerplate table of contents is shown in Figure 10.



27. All the sections outlined in the table of contents shall be used except as stated below.

- i) [0065], message name, shall be replaced by the full text name of the message as found in the service code list directory for data element 0065;
- ii) Section 3.2 is optional and only appears in the table of contents if specific message definitions have been provided;
- iii) Sections 4.1.1, 4.1.2, and 4.1.3 only appear in the table of contents if an equivalent header, detail or summary section appear in the message design. If a header, detail, or summary breakdown is not used in the message design then no sub-division of section 4.1 shall occur;
- iv) Sections 5.2.1, 5.2.2, or 5.2.3 shall be provided only if a change is required to the segment, composite or data element directories for the message. Section 5.2.4 shall be provided to indicate code values required for new data elements or to provide examples of codes values which could be used in existing data elements;
- v) Section 6 may be used to provide any supporting documentation which can help in understanding the business requirements and use of the MID.

**2. United Nations standard message (UNSM) boilerplate table of contents**

28. The layout of the UNSM boilerplate table of contents is shown in Figure 11.

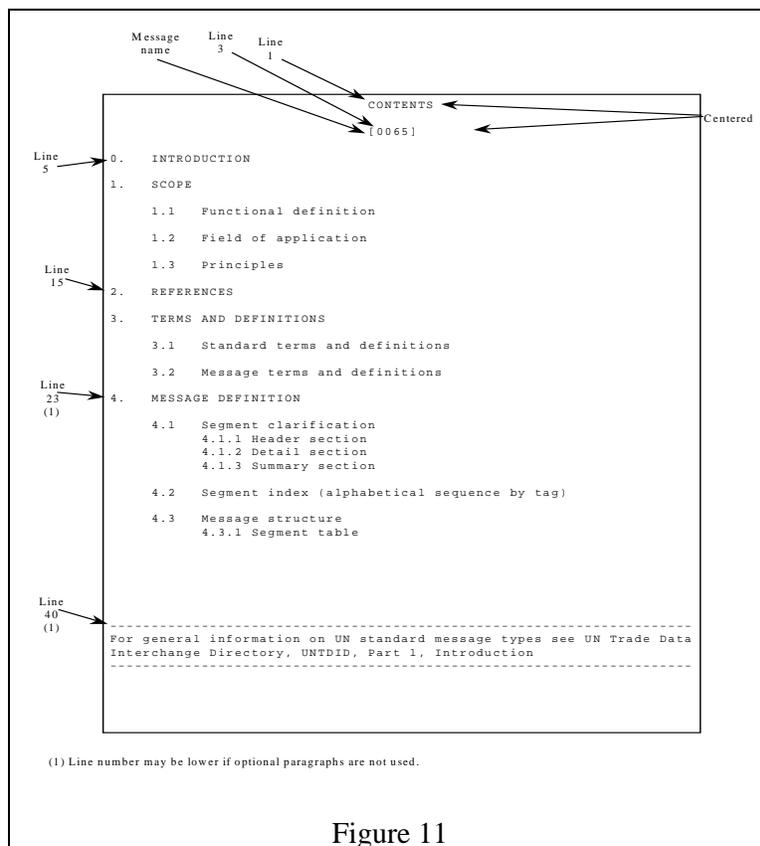


Figure 11

29. All the sections outlined in the table of contents shall be used except as stated below.

- i) Any changes to the directories may be requested by submitting a Data Maintenance Request (DMR) form or Data Maintenance Request Definition (DMRDEF) message. The maintenance request submission should be included with the UNSM submission;
- ii) [0065], message name, shall be replaced by the full text name of the message as found in the service code list directory for data element 0065;
- iii) Section 3.2 is optional and only appears in the table of contents if specific message definitions have been provided;
- iv) Sections 4.1.1, 4.1.2, and 4.1.3 only appear in the table of contents if an equivalent header, detail or summary section appear in the message design. If a header, detail, or summary breakdown is not used in the message design then no sub-division of section 4.1 shall occur.

**E. INTRODUCTION (SECTION 0), SECTION 1, SECTION 2, AND SECTION 3 OF THE MID AND UNSM BOILERPLATE**

30. The layout for sections 0, 1, 2 and 3 of both the MID and UNSM boilerplate is shown in Figure 12.

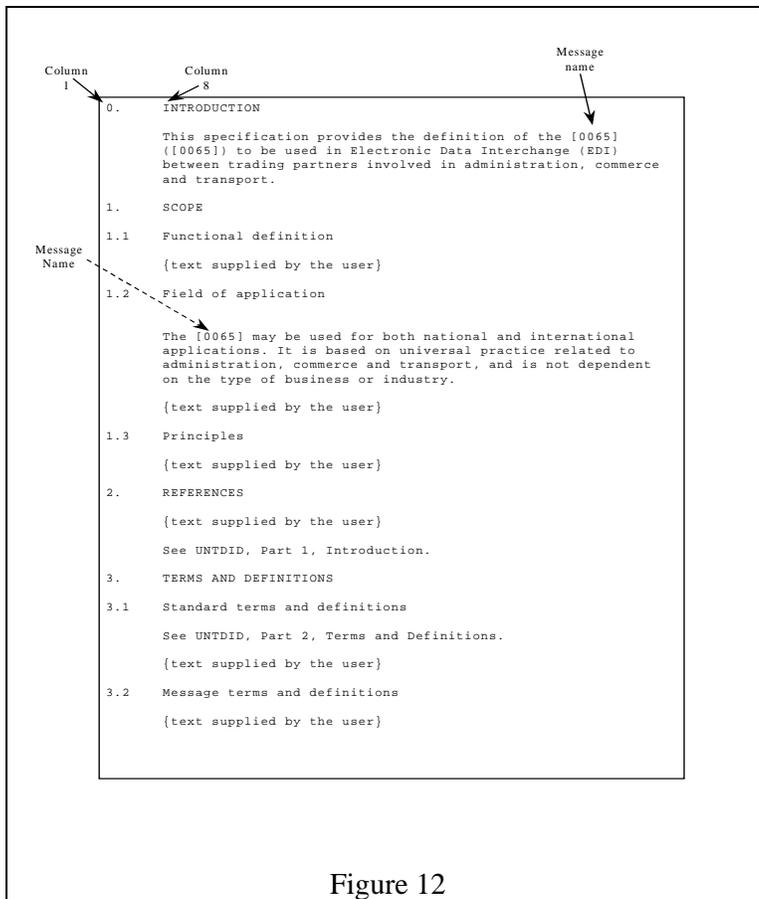
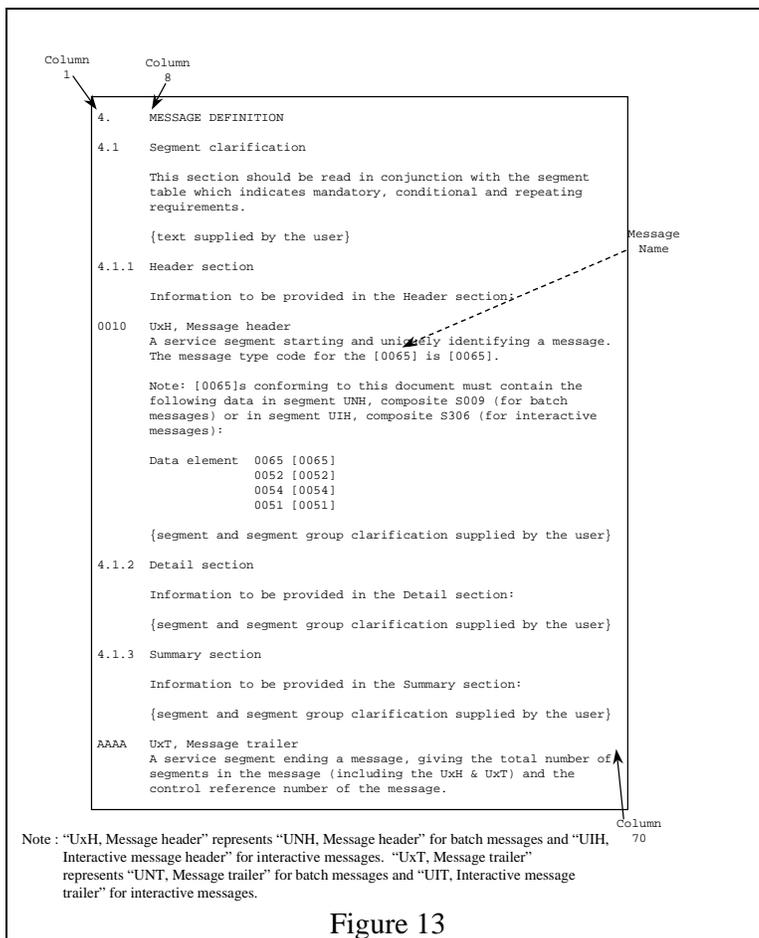


Figure 12

31. The content of sections 0, 1, 2 and 3 shall be governed by the following:
- i) All section numbers shall begin in column 1;
  - ii) Column 6 may contain the change indicator "|" to indicate a change in the content of a section. It can only appear in column 6 of the lines containing the section numbers "1.1", "1.2", "1.3", "2", "3.1" and "3.2";
  - iii) All text indicated in these sections, other than those contained between "[" and "}", is mandatory and shall not be modified;
  - iv) The content of {text supplied by the user} in section 1.1 provides the functional definition of the message as provided by the message designers;
  - v) Should the message use anti-collision segments (UGH, Anti-collision segment group header and UGT, Anti-collision segment group trailer), then a specific requirement exists for the use of version 4 of the syntax (ISO 9735). Therefore, a statement is required for section 1.2 as follows: 'This message can only be used with ISO 9735 Version 4 or later';
  - vi) The content of {text supplied by the user} in section 1.3 provides the principles by which the message is to be used as supplied by the message designers;
  - vii) Section 1.3 shall include all information concerning further message clarification;
  - viii) The content of {text supplied by the user} in section 2 provides references which are specific to the message;
  - ix) The content of {text supplied by the user} in section 3.2 provides terms and definitions which are specific to the message;
  - x) In section 0, the first occurrence of [0065], message name, shall be replaced by the full text name of the message as found in the service code list directory for data element 0065. The second occurrence of [0065] shall be replaced by the six character message type code value for the message as found in the service code list directory for data element 0065;
  - xi) In section 1.2, [0065], message name, shall be replaced by the full text name of the message as found in the service code list directory for data element 0065. All other occurrences of [0065], as they may appear within the text supplied by the user, shall be replaced by the six character message type code value for the message as found in the service code list directory for data element 0065;
  - xii) All text for each section shall begin in column 8 and may continue on a line up to and including column 70.

**F. SECTION 4 OF BOTH THE MID AND UNSM BOILERPLATE**

32. The layout for section 4 of the MID and UNSM boilerplate is shown in Figure 13.

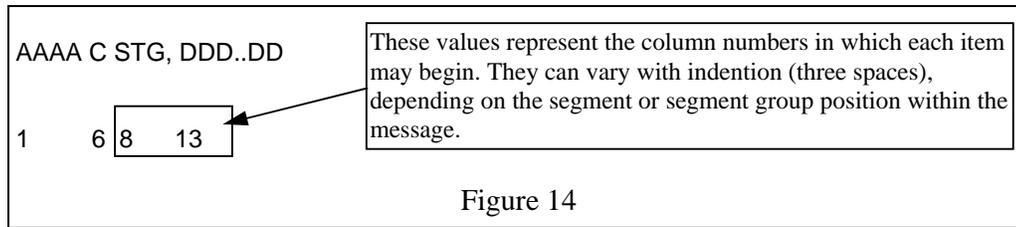


**1. Section 4.1 (Segment clarification)**

33. The contents of section 4.1 shall be governed by the following guidelines:

- i) Sections 4.1.1, 4.1.2, and 4.1.3 only appear in section 4.1, segment clarification, if an equivalent header, detail, or summary section appear in the message design. If a header, detail, or summary breakdown is not used in the message design, then no sub-division of section 4.1 shall occur;

- ii) For each segment, the line identifying the segment shall respect the following format. Figure 14 provides an example of the segment identification line as specified in the following rules.

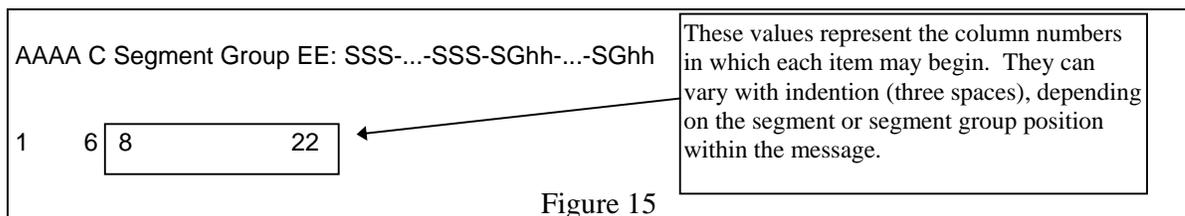


Where:

- AAAA** is the segment position indicator. It shall always begin in column 1.  
The segment position indicator shall begin with the value "0010" against the message header of the segment clarification section. It shall be incremented by 10 for each of the following segments and segment groups.
- C** is a permitted change indicator, which is provided when required.  
It shall always begin in column 6.
- STG** is the segment tag. Level 0 segment tags shall begin in column 8. Segment tags which are contained in a segment group shall be indented 3 spaces from the start position of the segment group tag. The segment tag is always followed immediately by a comma.
- DDD..DD** is the segment name. It shall begin in the sixth character position after the start position of the segment tag.

(refer to the UxH segment definition in Figure 13 for a model).

- iii) For each segment group, the line identifying the segment group shall respect the following format in a similar manner to the segment identification line. Figure 15 provides an example of the following rules.



Where:

- |                  |   |
|------------------|---|
| AAAA             | is the segment group position indicator. It shall always begin in column 1. Its value depends on the sequential position of the segment group from the message header segment.  |
| C                | is a permitted change indicator, which is provided when required. It shall always begin in column 6.  |
| Segment Group EE | is the segment group identification, where "EE" corresponds to the segment group number. Segment groups 1-9 are shown as a single digit entry and not preceded by a zero. Level 1 segment groups shall always begin in column 8. All dependent segment groups shall be indented 3 spaces from the start position of the parent segment group identification. A colon always immediately follows the segment group identification. One blank space shall follow the colon. |
| SSS-...-SSS      | is the list of the segment tags immediately dependent on the segment group. The list respects the order in which the segments appear. Each segment tag is separated by a hyphen.  |
| SGhh-...-SGhh    | is the list of segment groups immediately dependent on the segment group being described. Each segment group shall be identified with the characters "SGhh" where "hh" represent the number of the segment group in question. (Segment groups 2-9, if applicable, are shown as a single digit entry and not preceded by a zero). The list respects the order in which the segment groups appear within the message. Each segment group is separated by a hyphen.          |
- (a) The segment list and segment group list may be intermingled as dictated by the message structure. Segment tags are separated from segment group tags by a hyphen;
- (b) If the list of segments and segment groups exceeds the 70th character in a line, it shall be terminated by a hyphen at the last appropriate break point, and the list continued on the following line directly under the list on the preceding line.
- iv) The use of all segments and segment groups shall be explained in the order they appear in the message;
- v) The explanatory text for a segment or a segment group shall begin on a new line directly under the start position of the segment or segment group tag to which it refers. See the UxH segment in Figure 14 for an example;
- vi) The explanation of a segment or segment group contained within a parent segment group shall be indented by three space characters from the start position of its parent segment group;

- vii) Before each segment there shall be 1 blank line and before each segment group there shall be 2 blank lines;
- viii) The text for the service segments “message header” and “message trailer” is standard;
- ix) The values of the two occurrences of data element 0065 (name and code value) which apply to the message being described shall be stated in that sequence as the standard explanation used in the message header segment;
- x) The values for data elements 0065 in the note under the message header segment explanation represent the name of the message in six character code, regardless whether the message is a MID or a UNSM;
- xi) The values for data elements 0052 in the note under the message header segment explanation shall be assigned according to whether the message is a MID or UNSM. For a MID, the value of 0052 shall be “0”. For a UNSM, the value of this data element shall be “D”;
- xii) The values for data elements 0054 in the note under the message header segment explanation shall be assigned according to whether the message is a MID or UNSM. For a MID, the value of 0054 shall be the directory version and release used to prepare the message. For a UNSM, the value of this data element shall be the version and release of the directory within which this message appears;
- xiii) The values for data elements 0051 in the note under the message header segment explanation shall be assigned according to whether the message is a MID or UNSM. For a MID, the value of 0051 shall be “RT”. For a UNSM, the value of this data element shall be “UN”;
- xiv) The introductory text for sections 4.1.1, 4.1.2, and 4.1.3 is standard and shall be used whenever a message is designed using header, detail or summary sections.

Note: Refer to the example in Figure 16 for further clarification of the above rules.

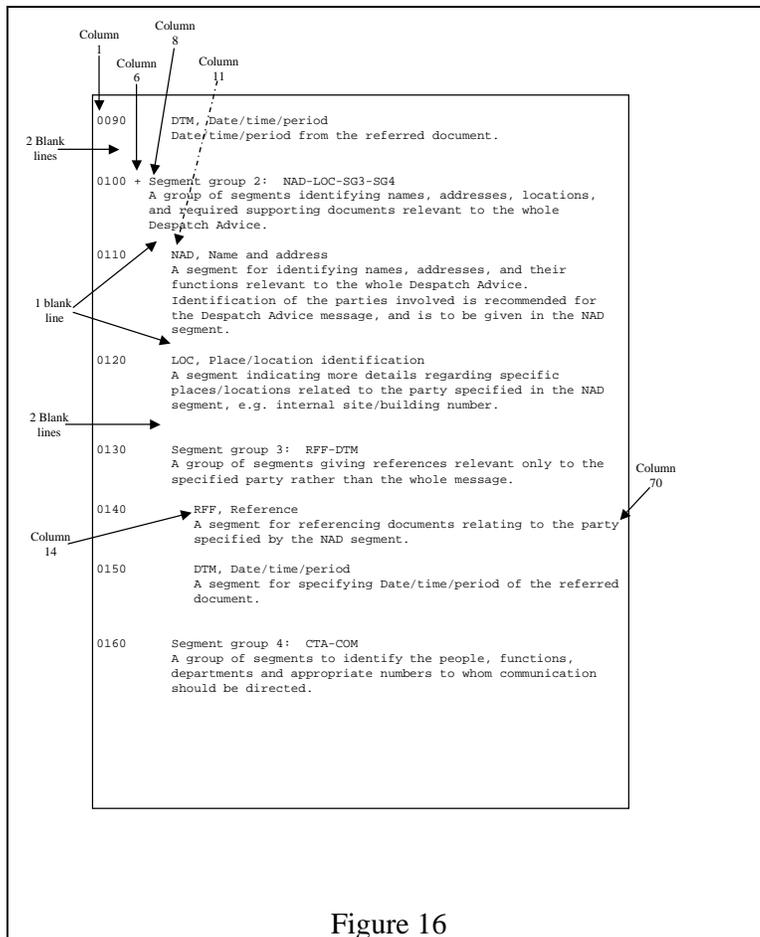


Figure 16

xv) The specific meaning of the change indicators within the documentation section 4.1 of a message is as follows [No change indicators shall appear at any level within a MID or a new UNSM submission]:

- “+” New segment or segment group added to the segment table in this release.
- “|” A change has been made in the text of a segment or segment group.
- “X” The segment has been marked for deletion.

xvi) Only one change indicator may be provided and shall be placed in column 6 before the segment tag or the segment group tag concerned by the change. In those instances when two change indicators apply simultaneously (i.e., ‘X’ and ‘|’), then priority should be given to placing the ‘|’ in the Segment clarification (Section 4.1). The ‘X’, when applicable, will always appear in the Segment index (Section 4.2). In any subsequent directory produced, the change indicator (i.e., ‘|’) should not appear and the ‘X’ should be applied to the Section 4.1 entry until such time as either another conflict exists or the segment is permanently deleted from the directory;

- xvii) The explanatory text for the message header segment does not have a change indicator in column 6, as this is systematically changed with each directory release.

## 2. Section 4.2 (Segment index)

34. The list of segments shall list all the segments used in the message sorted alphabetically by tag as reflected in Figure 17.

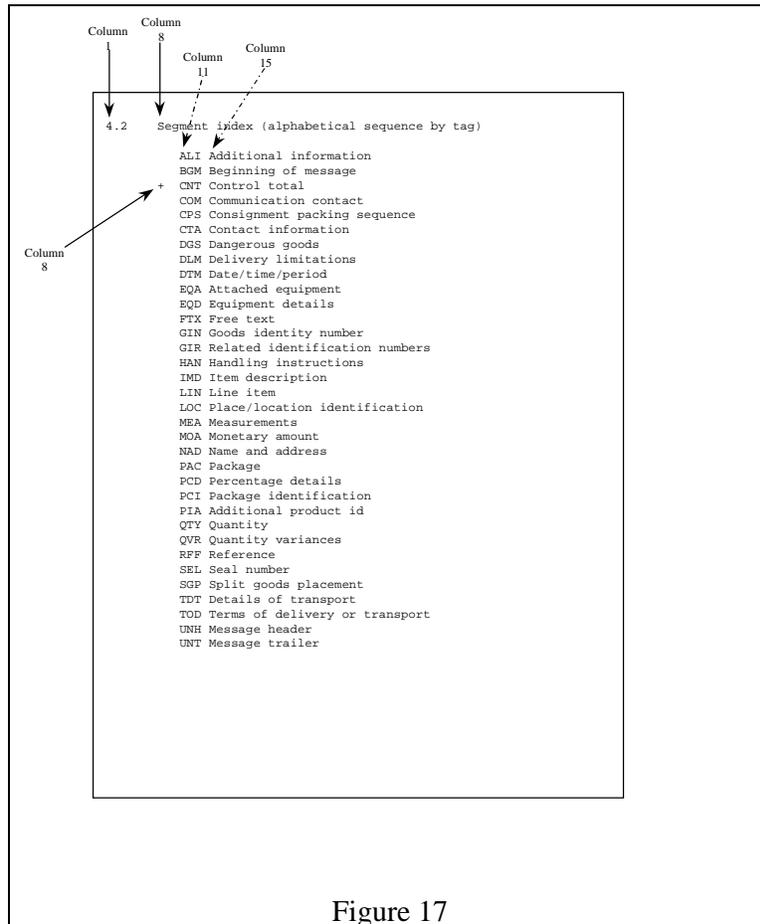


Figure 17

- i) The specific meaning of the change indicators within the documentation section 4.2 of a message is as follows [No change indicators shall appear within a MID, a Recast or a new UNSM submission]:

“+”                      New segment added to the segment table in this release.  
 “X”                      The segment has been marked for deletion.

- ii) Only one change indicator may be provided and shall be placed in column 8 before the segment tag concerned by the change.

**3. Section 4.3.1 (Segment table)**

35. All layouts for the segment table shall correspond to the example contained in Figure 18.

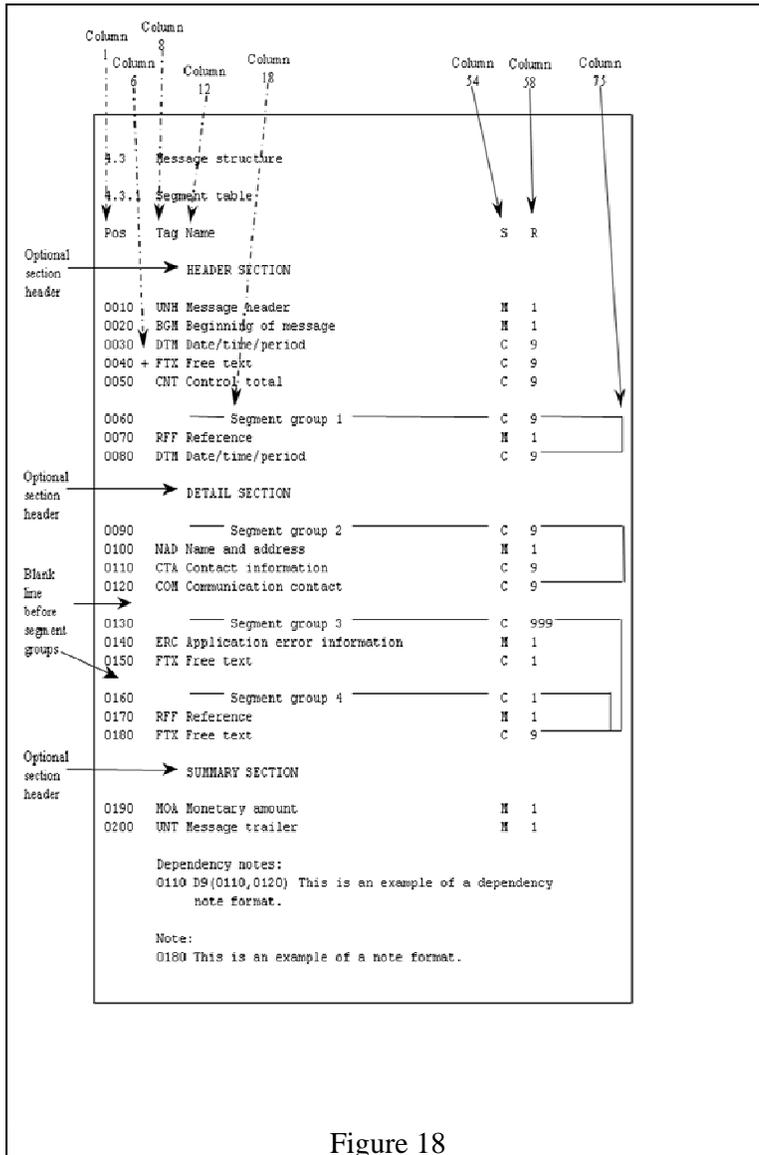


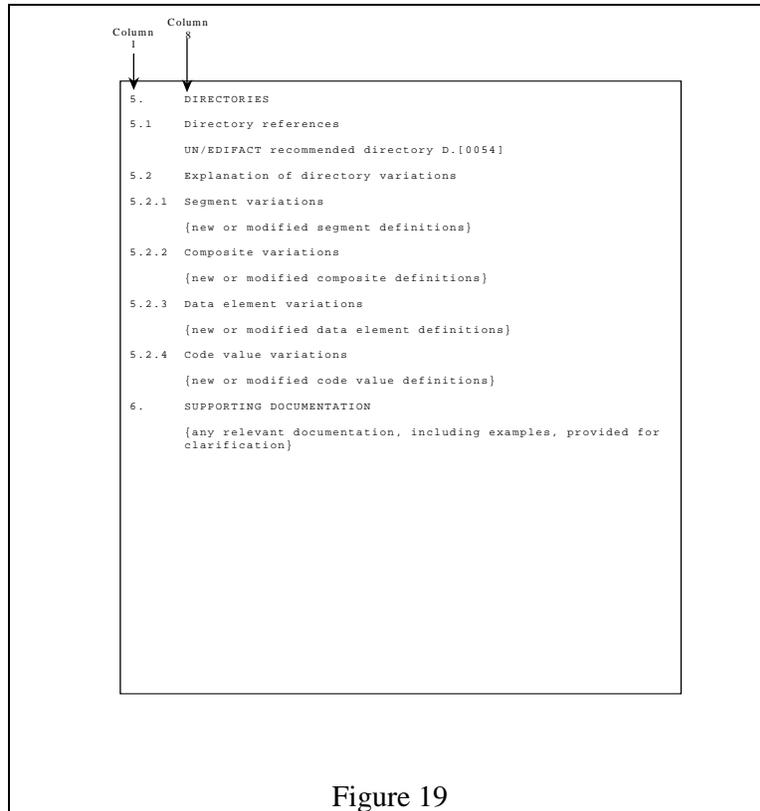
Figure 18

- i) The status of a segment or a segment group shall be either "C" for conditional or "M" for mandatory;
- ii) The number of repetitions shall be left justified beginning in column 58;
- iii) The specific meaning of the change indicators within the segment table in section 4.3.1 of a message is as follows [No change indicators shall appear at any level within a MID, a Recast or a new UNSM submission]:
  - “+” New segment or segment group added in this release. (It can also be used to indicate the addition of a dependency note or other note to an existing segment, in which case it is indicated before the dependency note or other note which has been added.)
  - “\*” Status or the number of repetitions of a segment or a segment group changed in this release.
  - “|” Used to indicate changes in a dependency note or other note sections of the message. If such a case occurs, then the vertical bar is marked before the dependency note or other note modified.
  - “X” The segment has been marked for deletion.
- iv) Only one change indicator may be provided and shall be placed in column 6 before the segment tag concerned by the change. In those instances when two change indicators apply simultaneously (e.g., ‘X’ and ‘\*’) at the segment level, then priority should be given to placing the ‘\*’ in the Segment table (Section 4.3.1). The ‘X’, when applicable, will always appear in the Segment index (Section 4.2). In any subsequent directory produced, the change indicator (e.g., ‘\*’) should not appear and the ‘X’ should be applied to the Section 4.3.1 entry until such time as either another conflict exists or the segment is permanently deleted from the directory;
- v) If the segment name exceeds 41 characters, then it should be continued on the following line in column 15;
- vi) The conditions and repeat specifications, in the case where the segment name exceeds the line limit, shall always appear on the second line;
- vii) Two types of notes shall be represented in the directories: dependency notes and notes (i.e., other notes related to the standard and found in the directories). They shall appear in that order and at the bottom of the segment table. Dependency notes and notes shall be unique to the structure they describe. They are not applicable to segments other than the one to which they are assigned;
- viii) The following formatting criteria shall apply to dependency notes:
  - (a) The dependency note shall reflect the first applicable position number beginning in column 8 on the line following the words “Dependency note”;
  - (b) The dependency note shall begin with the dependency identifier in column 13;

- (c) The dependency note shall follow the format prescribed in ISO 9735 to include all affected position numbers identified within parentheses and followed by the standard description of the dependency identifier;
  - (d) If the dependency note exceeds 53 characters, it shall be continued on the following line in column;
  - (e) Dependency notes will always appear in the sequence of their applicable position number within the structure, e.g., the first position number expressed within the parenthetical expression;
  - (f) Additions of dependency notes shall be placed in the proper positional sequence;
  - (g) A line space shall appear between the dependency note section and the note section.
- ix) The following formatting criteria shall apply to notes (i.e., other than dependency notes):
- (a) The note shall reflect the first applicable position number beginning in column 8 on the line following the word "Note". If more than one position number applies, including all positional numbers separated by a ",". Skip 2 spaces following the last cited position number prior to beginning the note text;
  - (b) If the note exceeds 53 characters, it shall be continued on the following line in column 13.
  - (c) Notes applicable to the entire segment and not one or more positions of the segment shall appear first in sequential listing of notes. In this instance, the position field shall be blank and the note text shall begin in column 13.
  - (d) Notes will always appear in the sequence of their position number within the structure.
  - (e) Additions of notes shall be placed in the proper positional sequence.

#### **4. Section 5 (Directories)**

36. Section 5 shall only be used for MIDs. The layout for the directories section shall correspond to the example contained in Figure 19.



- i) The value [0054] will comply with the version and release of the directory set used as reference;
- ii) Sections 5.2.1, 5.2.2, 5.2.3 and 5.2.4 shall be formatted in compliance with the format of the segment, composite, data element and code value supporting directories respectively. (Refer to Parts 5, 6, 7, and 8 of this document).

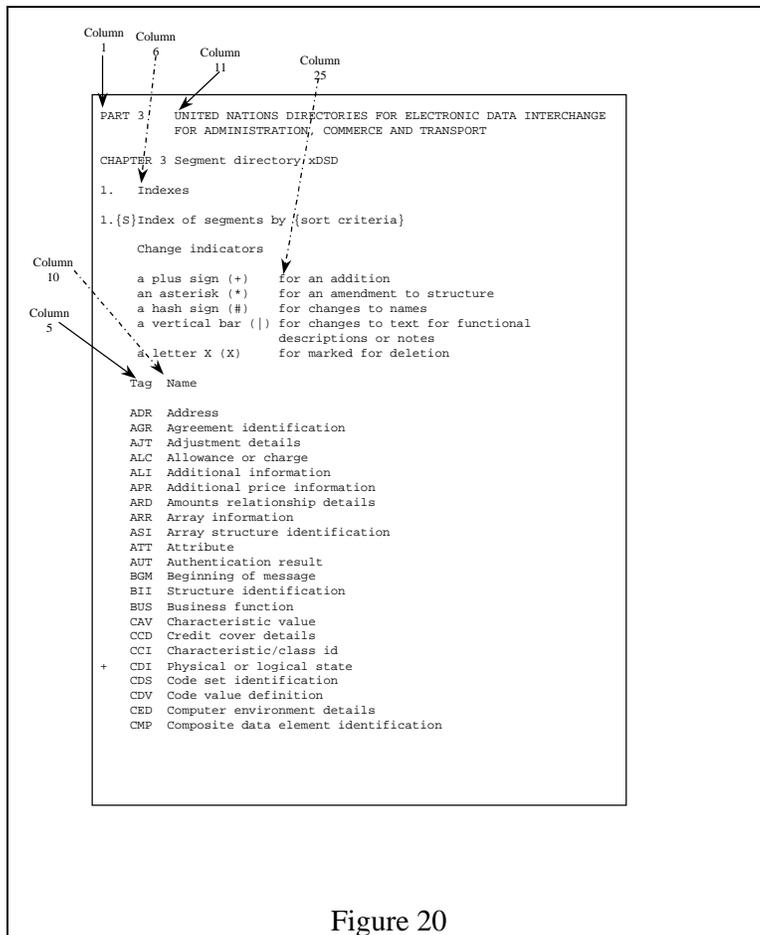
## 5. Section 6 (Supporting documentation)

37. Section 6 shall only be used for MIDs to provide any complimentary information or documentation which will help in the understanding of the MID. The layout for the supporting documentation shall be at the discretion of the submitter. It shall be included as separately attached paper documents or as an accompanying electronic file. (See Figure 19).

## V. SEGMENT DIRECTORY

### A. SEGMENT DIRECTORY INDEX

38. The segment directory index is presented in two forms which have exactly the same layout. The first index is sorted by segment tag and the second is sorted by segment name. The layout for each index is shown in Figure 20.



- i) The value for {S} is "1" for the index sorted by tag (i.e., paragraph 1.1) and "2" for the index sorted by name (i.e., paragraph 1.2);
- ii) The value for {sort criteria} shall be "alphabetical sequence by tag" when the index is sorted by the segment tag (i.e., paragraph 1.1) and shall be "alphabetical sequence by name" when the index is sorted by segment name (i.e., paragraph 1.2);
- iii) The value of "x" as used in Figure 20 are:
  - x = "e" for the batch directory set and  
"i" for the interactive directory set
- iv) The specific meaning of the change indicators within the segment directory is as follows:
  - "+"    New segment added in this release.
  - "\*:"    A data element (simple or composite) has been added to the segment; a data element within the segment has been marked for deletion; or the status of a data element within the segment has changed.
  - "|"    A change has been made in the functional description or note sections of

- a segment.
  - “#” A change has been made to the name of the segment.
  - “X” The segment has been marked for deletion.
- v) Up to three change indicators may be provided and shall be left aligned beginning in column 1 before the respective segment.
- vi) On magnetic media the index which is sorted by name is placed on a separate file. This file does not contain the title information, which are shown at the top of the sample page. It starts with the title "1.2 Index of segments by name" beginning in column 1 of the first line.

**B. Segment specifications**

39. The segment specification is applicable to both batch and interactive segments and shall be defined with the layout and content as shown in Figure 21.

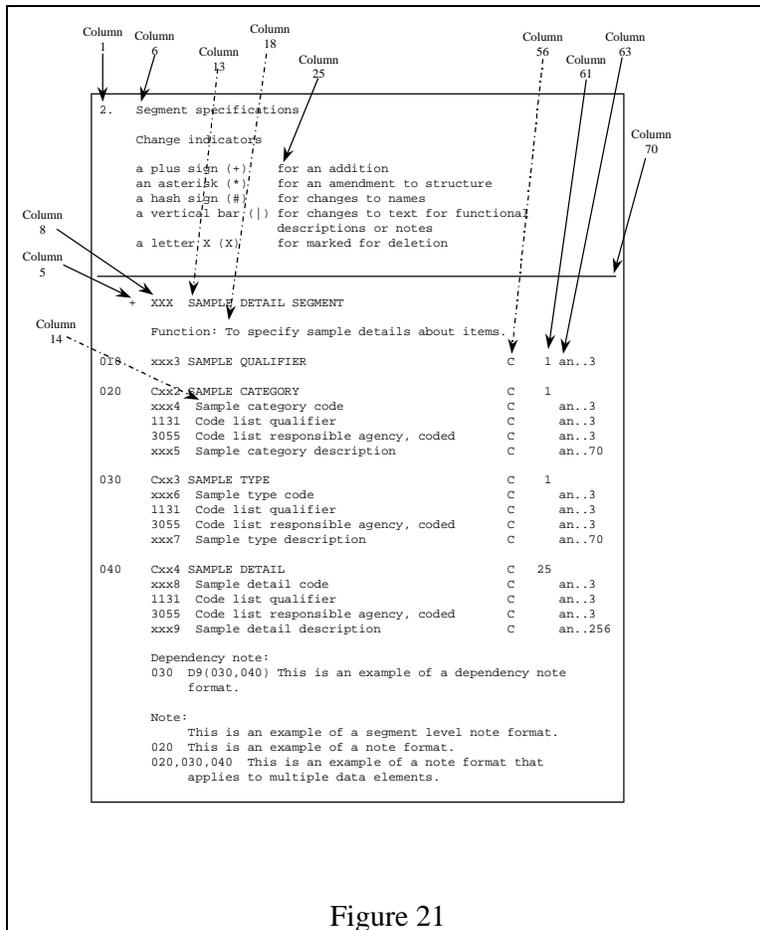


Figure 21

- i) The specific meaning of the change indicators within the segment specifications is as follows :
- “+” This signifies that a segment has been added to the directory and is indicated before the segment tag. (It can also be used to indicate the addition of a simple data element, a composite data element, a dependency note, or other note to an existing segment, in which case it is indicated before the data element tag, dependency note, or other note which has been added.)
  - "\*" This sign is used to indicate that a data element (simple or composite) has been added to the segment and is indicated before the segment tag. It is also used if a data element within the segment has been marked for deletion and is indicated before the segment tag. If the status of a data element within the segment has changed, this sign is marked before the segment tag and before the simple or composite data elements.
  - "|" This sign is used to indicate changes in the functional description, dependency note and other note sections of a segment. If such a case occurs, then the vertical bar is marked before the segment tag as well as before the functional description, dependency note, or other note modified.
  - "#" The hash sign is used to indicate a change in the name of the segment. If such a case occurs, then the hash sign is marked before the segment tag.
  - "X" The X sign is used to indicate segments which have been marked for deletion after an interval of three years. If such a case occurs, then the X is marked before the segment tag. A note will also be added to every marked for deletion entry to identify the last directory in which the value will appear, e.g., ‘This segment will be removed effective with directory D.02A.’
- ii) Up to three change indicators may be provided and shall be left aligned beginning in column 5. The change indicators may appear against the segment tag, the function, any note, and the composite or simple data elements. (Note. These indicators, with the exception of the indicator “marked for deletion”, are kept local to the segment directory and do not permeate throughout the other directories. The X sign should be permeated throughout the different directories to ensure that all effected information is identified. At the end of the three year period, the segments so marked will be automatically deleted from the directories.);
- iii) The position indicator in column 1 starts at “010” and is incremented by 10 for every composite and simple data element in the segment;
- iv) The status, beginning in column 56, shall be "M" for mandatory data elements of the segment and "C" for conditional data elements of the segment. The component data

elements within a composite must indicate the same status as found in the composite directory;

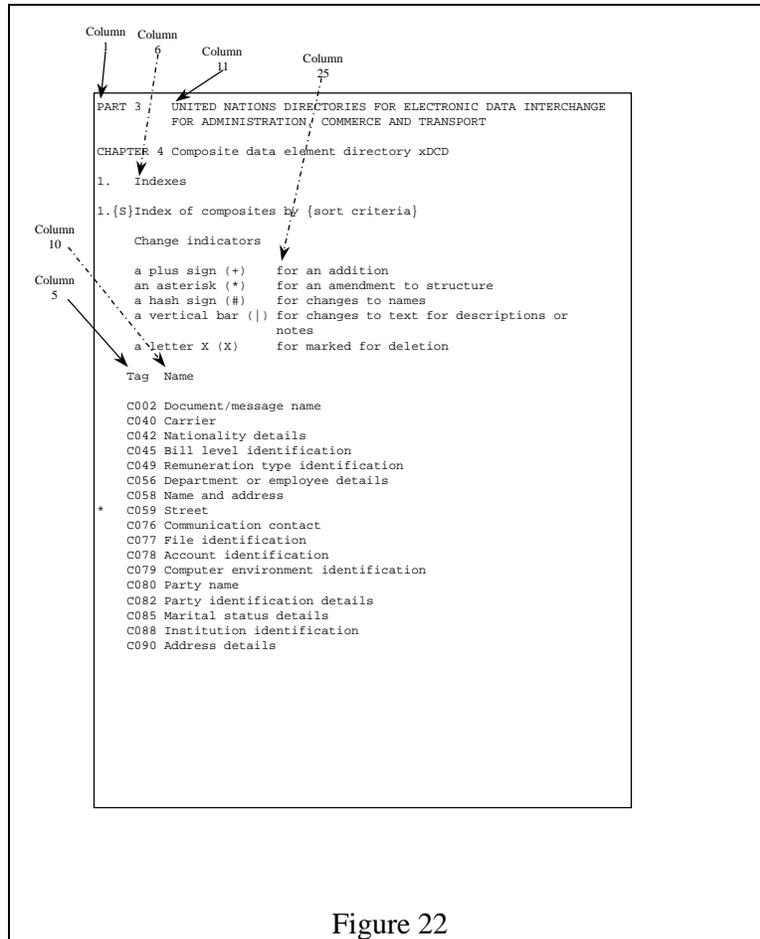
- v) The repetition count shall begin in column 61 and shall be right justified from that column (i.e., a two digit number begins in column 60);
- vi) The repetition count shall only be shown against a composite data element or a stand-alone data element. It shall not be shown against component data elements. An entry of the numeric value of “1” will be used for every repetition factor unless otherwise approved through the data maintenance process. (Note. When present, a qualifier data element shall only reflect a repetition count of 1.);
- vii) The data value representation shall begin in column 63 and shall be left justified from that column;
- viii) The format representation shall conform to the specification in ISO 9735;
- ix) The segment, stand-alone data element and composite data element names shall use only capital letters. Component data element names shall only have the first letter of the name in capitals;
- x) There should be one blank line between each stand-alone data element and composite data element and no blank lines between component data elements or between a component data element and the composite data element to which it belongs. There should also be a blank line between two stand-alone data elements or two composite data elements;
- xi) If the functional description exceeds 48 characters then it should be continued on the following line in column 18;
- xii) If the names of composite data elements or stand-alone data elements exceed 42 characters they shall be continued on the following line in column 13. If the names of component data elements exceed 41 characters they shall be continued on the following line in column 14;
- xiii) The condition and format specifications, in the case where a data element name exceeds the line limit, shall always appear on the second line;
- xiv) Two types of notes shall be represented in the directories: dependency notes and notes (i.e., other notes related to the standard and found in the directories). They shall appear in that order and at the bottom of the segment representation. Dependency notes and notes shall be unique to the structure they describe. They are not applicable to segments other than the one to which they are assigned;
- xv) The following formatting criteria shall apply to dependency notes:
  - (a) The dependency note shall reflect the first applicable position number beginning in column 8 on the line following the words “Dependency note”;
  - (b) The dependency note shall begin with the dependency identifier in column 13;
  - (c) The dependency note shall follow the format prescribed in ISO 9735 to include all affected position numbers identified within parentheses and followed by the standard description of the dependency identifier;

- (d) If the dependency note exceeds 53 characters, it shall be continued on the following line in column 13;
  - (e) Dependency notes will always appear in the sequence of their applicable position number within the structure, e.g., the first position number expressed within the parenthetical expression;
  - (f) Additions of dependency notes shall be placed in the proper positional sequence;
  - (g) A line space shall appear between the dependency note section and the note section.
- xvi) The following formatting criteria shall apply to notes (i.e., other than dependency notes):
- (a) The note shall reflect the first applicable position number beginning in column 8 on the line following the word "Note". If more than one position number applies, include all positional numbers separated by a ",". Skip 2 spaces following the last cited position number prior to beginning the note text;
  - (b) If the note exceeds 53 characters, it shall be continued on the following line in column 13;
  - (c) Notes applicable to the entire segment and not one or more positions of the segment shall appear first in sequential listing of notes. In this instance, the position field shall be blank and the note text shall begin in column 13;
  - (d) Notes will always appear in the sequence of their position number within the structure;
  - (e) Additions of notes shall be placed in the proper positional sequence.

## **VI. COMPOSITE DATA ELEMENT DIRECTORY**

### **A. COMPOSITE DIRECTORY INDEX**

40. The composite directory index is presented in two forms that have exactly the same layout. The first index is sorted by composite tag and the second is sorted by composite name. The layout for each index is as described in Figure 22.



- i) The value for {S} is "1" for the index sorted by tag (i.e., paragraph 1.1) and "2" for the index sorted by name (i.e., paragraph 1.2).
- ii) The value for {sort criteria} shall be "alphanumeric sequence by tag" when the index is sorted by the composite tag (i.e., paragraph 1.1) and shall be "alphabetic sequence by name" when the index is sorted by composite name (i.e., paragraph 1.2).
- iii) The values of "x" as used in Figure 22 are:
 

x =	"e" for the batch directory set and
	"i" for the interactive directory set
- iv) The specific meaning of the change indicators within the composite data element directory is as follows:
 

"+"	New composite data element added in this release.
"*"	A component data element has been added to the composite data element; a component data element within the composite data element has been marked for deletion; or the status of a component data element within the composite data element has changed.

- “|” A change has been made in the description or note sections of a composite data element.
  - “#” A change has been made to the name of the composite data element.
  - “X” The composite data element has been marked for deletion.
- v) Up to three change indicators may be provided and shall be left aligned beginning in column 1 against the respective composite data element;
- vi) On magnetic media the index which is sorted by name is placed on a separate file. This file does not contain the title information that is shown at the top of the sample page. It starts with the title "1.2 Index of composites by name" beginning in column 1 of the first line.

**B. COMPOSITE DATA ELEMENT SPECIFICATIONS**

41. The composite data element specification is applicable to both batch and interactive composite data elements and shall be defined with the layout and content as shown in Figure 23.

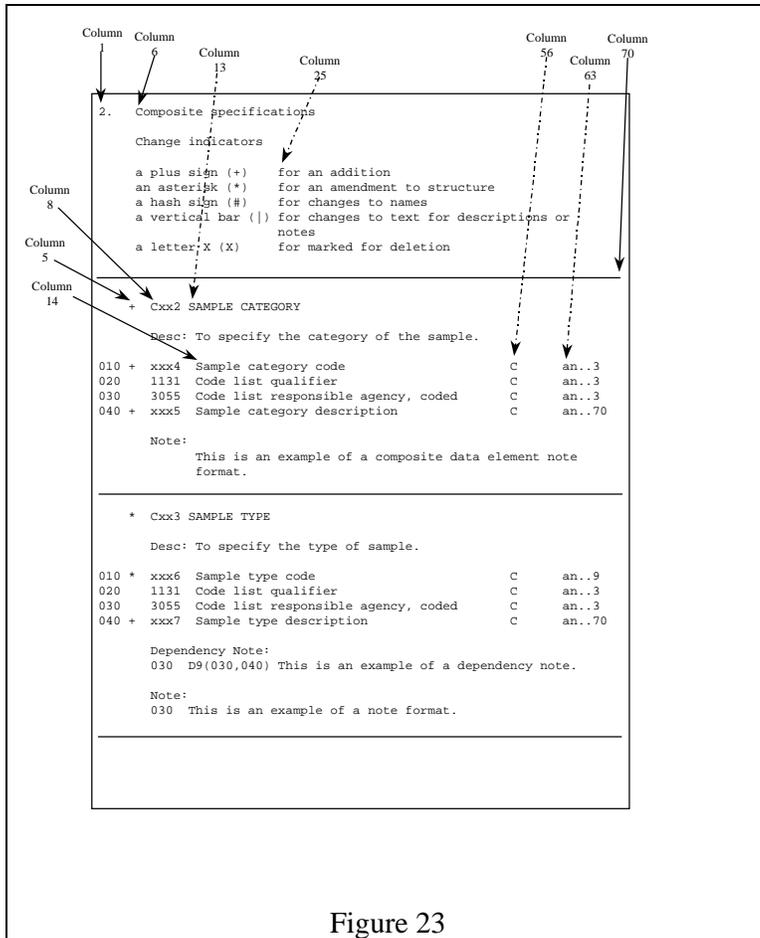


Figure 23

- i) The specific meaning of the change indicators within the composite data element specifications is as follows :
- |     |   |
|-----|---|
| “+” | This signifies that a composite data element has been added to the directory and is indicated before the composite data element tag. (It can also be used to indicate the addition of a component data element, a dependency note, or other note to a new or existing composite data element, in which case it is indicated before the component data element tag, dependency note, or other note which has been added.)  |
| "*" | This sign is used to indicate that a component data element has been added to an existing composite data element and is indicated before the composite data element tag. It is also used if a component data element within the composite data element has been marked for deletion and is indicated before the segment tag. If the status of a component data element within the composite data element has changed, this sign is marked before the component data element tag <u>and</u> before the component data element tag. |
| " " | This sign is used to indicate changes in the description, dependency note or other note sections of a composite data element. If such a case occurs, then the vertical bar is marked before the composite data element tag as well as before the description, dependency note, or other note modified.  |
| "#" | The hash sign is used to indicate a change in the name of the composite data element. If such a case occurs, then the hash sign is marked before the composite data element tag.  |
| "X" | The X sign is used to indicate a composite data element(s) which has been marked for deletion after an interval of three years. The X is marked before the composite data element tag. A note will also be added to every marked for deletion entry to identify the last directory in which the value will appear, e.g., ‘This composite data element will be removed effective with directory D.02A.’.   |
- ii) Up to three change indicators may be provided and shall be left aligned beginning in column 5. The change indicators may appear against the composite tag, the description, any note, and the component data elements. (Note. These indicators, with the exception of the indicator "marked for deletion", are kept local to the composite data element directory and do not permeate throughout the other directories. The X sign should be permeated throughout the different directories to ensure that all effected information is identified. At the end of the three year period, the composite data elements so marked will be automatically deleted from the directories.);
- iii) The position indicator in column 1 starts at "010" and is incremented by 10 for every component data element in the composite;
- iv) The status shall be "M" for mandatory components of the composite and "C" for conditional components of the composite;

- v) The format representation shall conform to the specification in ISO 9735;
- vi) The composite data element name shall use only capital letters. Component data element names shall only have the first letter of the name in capitals;
- vii) If the name of a composite data element exceeds 42 characters, it shall be continued on the following line in column 13;
- viii) If the functional description exceeds 52 characters, then it should be continued on the following line in column 14;
- ix) If the names of the component data elements in the composite exceed 41 characters, they shall be continued on the following line in column 14;
- x) The condition and format specifications, in the case where the component data element name exceeds the line limit, shall always appear on the second line;
- xi) The presentation of component data elements having multiple occurrences within a composite data element shall show every repeat as an explicit entry. For purposes of directory presentation, any data element having more than nine occurrences shall only have one occurrence portrayed in the composite data element directory. In this instance, there shall be a composite data element note which shall identify the total number of actual occurrences;
- xii) Two types of notes shall be represented in the directories: dependency notes and notes (i.e., other notes related to the standard and found in the directories). They shall appear in that order and at the bottom of the composite data element representation. Dependency notes and notes shall be unique to the structure they describe. They are not applicable to composite data elements other than the one to which they are assigned;
- xiii) The following formatting criteria shall apply to dependency notes:
  - (a) The dependency note shall reflect the first applicable position number beginning in column 8 on the line following the words "Dependency note";
  - (b) The dependency note shall begin with the dependency identifier in column 13;
  - (c) The dependency note shall follow the format prescribed in ISO 9735 to include all affected position numbers identified within parentheses and followed by the standard description of the dependency identifier;
  - (d) If the dependency note exceeds 52 characters, it shall be continued on the following line in column 14;
  - (e) Dependency notes will always appear in the sequence of their position number within the structure, e.g., the first position number expressed within the parenthetical expression.;
  - (f) Additions of dependency notes shall be placed in the proper positional sequence;
  - (g) A line space shall appear between the dependency note section and the note section.
- xiv) The following formatting criteria shall apply to notes (i.e., other than dependency notes):

- (a) The note shall reflect the first applicable position number beginning in column 8 on the line following the word "Note". If more than one position number applies, include all positional numbers separated by a ",". Skip 2 spaces following the last cited position number prior to beginning the note text;
- (b) If the note exceeds 52 characters, it shall be continued on the following line in column 14;
- (c) Notes applicable to the entire composite data element and not one or more positions of the composite shall appear first in the sequential listing of notes. In this instance, the position field should be blank and the note text shall begin in column 14;
- (d) Notes will always appear in the sequence of their position number within the structure;
- (e) Additions of notes shall be placed in the proper positional sequence.

## VII. DATA ELEMENT DIRECTORY

### A. DATA ELEMENT DIRECTORY INDEX

42. The data element directory index is presented in two forms that have exactly the same layout. The first index is sorted by data element tag and the second is sorted by data element name. The layout for each index is shown in Figure 24.

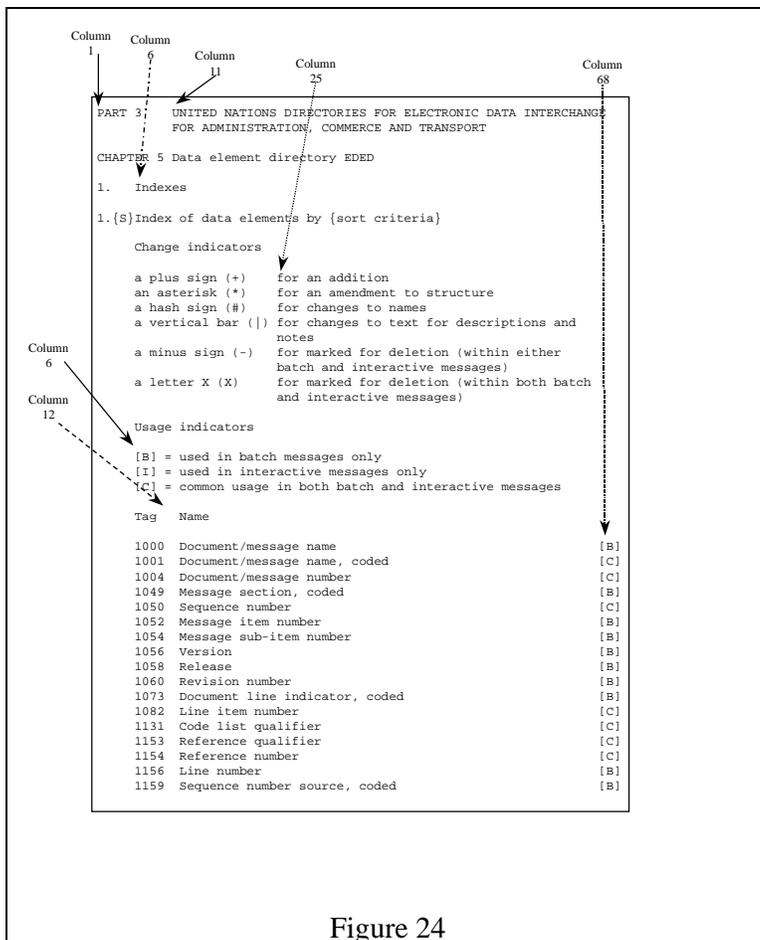


Figure 24

- i) The value for {S} is "1" for the index sorted by tag (i.e., paragraph 1.1) and "2" for the index sorted by name (i.e., paragraph 1.2).
- ii) The value for {sort criteria} shall be "numeric sequence by tag" when the index is sorted by the data element tag (i.e., paragraph 1.1) and shall be "alphabetic sequence by name" when the index is sorted by data element name (i.e., paragraph 1.2);
- iii) The specific meaning of the change indicators within the data element directory is as follows :

"+" New data element added in this release.

"*"	A change has occurred in the representation of the data element.
" "	A change has been made in the description or note section of a data element.
"-"	A data element has been marked for deletion of use in either batch or interactive messages.
"#"	A change has been made in the name of the data element.
"X"	The data element has been marked for deletion for both batch and interactive messages.

- iv) Up to four change indicators may be provided and shall be left aligned beginning in column 1 against the respective data element;
- v) Each data element shall reflect a usage indicator. In the instance when a data element has been marked for deletion, the usage indicator shall remain unchanged from its prior designation;
- vi) Usage indicators reflect how a data element from a single directory is used within either batch or interactive context. Subsequent maintenance may change this usage (e.g., a data element common to both the batch and interactive usage may only be used after maintenance in either one or the other context). The change indicators "-“ or “X” are used to distinguish between a change in the usage as opposed to the data element not being used in either batch or interactive messages;
- vii) A note shall be created for the data element using either "-“ or “X” to indicate precisely what deletion will occur and when the deletion will take place;
- viii) On magnetic media the index which is sorted by name is placed on a separate file. This file does not contain the title information, which is shown at the top of the sample page. It starts with the title "1.2 Index of data elements by name" beginning in column 1 of the first line.

## B. DATA ELEMENT SPECIFICATIONS

43. The data element specification shall be defined with the layout and content as shown in Figure 25.

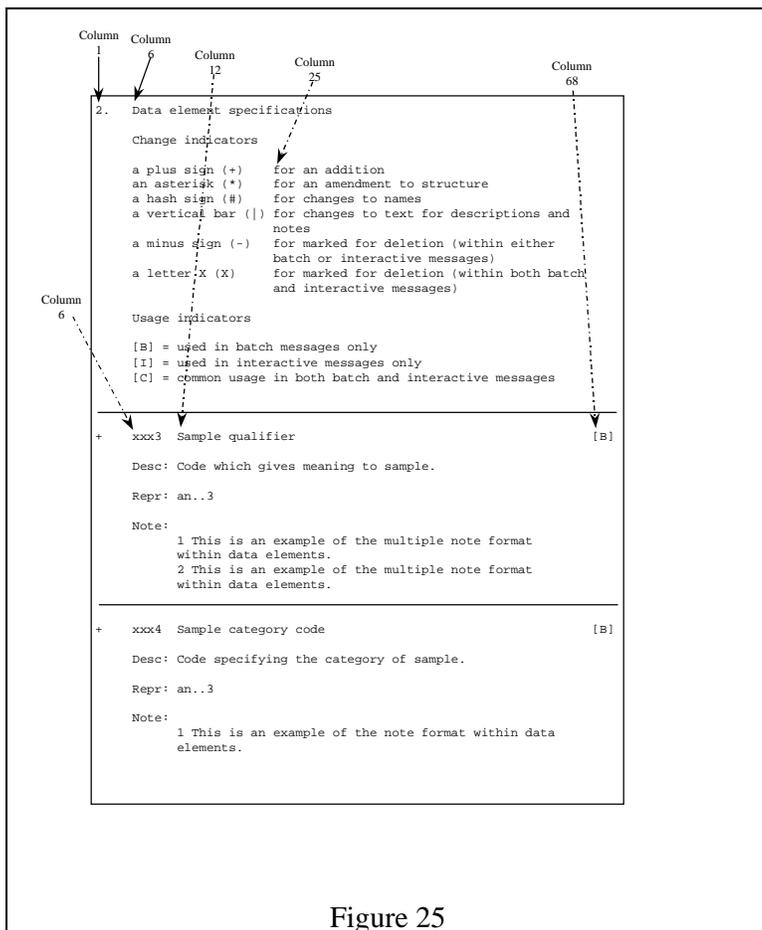


Figure 25

- i) The specific meaning of the change indicators within the data element specifications is as follows :
- “+” This sign signifies that a data element has been added to the data element directory and is placed before the data element tag. This sign is also used to add a new note to an existing data element.
  - “\*” This sign is used to indicate that a change has occurred in the representation of the data element and is placed before the data element tag.

- |     |   |
|-----|---|
| "   | This sign is used to identify changes in the description and note sections of a data element. If such a case occurs, then the vertical bar is marked before the data element tag as well as before the section changed. It is also used in the note section to indicate which existing note is changed and is placed before the note.   |
| “-“ | This sign signifies that a data element has been marked for deletion for use in either batch or interactive messages and is placed before the data element tag. A note will also be added to every marked for deletion entry to identify the last directory in which the value will appear, e.g., ‘This data element will be deleted for use by batch (or interactive) messages effective with directory D.02A.’  |
| "#" | This sign is used to indicate a change in the name of the data element. If such a case occurs, then the hash sign is marked before the data element tag.  |
| "X" | This sign is used to indicate data elements which have been marked for deletion from both the batch and interactive messages after an interval of three years. The X is marked before the data element tag. A note will also be added to every marked for deletion entry to identify the last directory in which the value will appear, e.g., ‘This data element will be removed effective with directory D.02A.’ |
- ii) Up to four change indicators may be provided and shall be left aligned beginning in column 1. The change indicators may appear against the data element tag, the description, any note, and the representation of the data element. (Note. These indicators, with the exception of the indicator "marked for deletion", are kept local to the data element directory and do not permeate throughout the other directories. The X sign should be permeated throughout the different directories to ensure that all effected information is identified. At the end of the three year period, the data elements so marked will be automatically deleted from the directories);
- iii) A usage indicator is placed in columns 68-70 of the line containing the data element tag and name. Its purpose is to permit effective control over changes proposed for future directories, particularly where the indicator is "[C]". The creation of these indicators will be automatically generated during directory production based on database usages expressed for the particular data element;
- iv) Each data element shall reflect a usage indicator. In the instance when a data element has been marked for deletion (e.g., a change indicator of “X” is applied), the usage indicator shall remain unchanged from its prior designation;
- v) A data element currently shown as [B] will change to [C] at such time as it is used in an interactive message, and a data element currently shown as [I] will change to [C] at such time it is used in a batch message. The specific meaning of the usage indicators within the data element directory is as follows:

- [B] This indicator signifies that a data element is used only in a batch message(s) within this directory.
  - [I] This indicator signifies that a data element is used only in an interactive message(s) within this directory.
  - [C] This indicator signifies that a data element is used in both an interactive and a batch message(s) within this directory.
- vi) The format representation shall conform to the specification in ISO 9735.
  - vii) If the name of the data element or the functional description exceeds 54 characters, then it shall be continued on the following line in column 12;
  - viii) Dependency notes shall not apply to data elements;
  - ix) Notes, (i.e., other notes related to the standard and found in the directories) shall be unique to the structure they describe. They are not applicable to data elements other than the one to which they are assigned;
  - x) If a note exceeds 54 characters, it shall be continued on the following line in column 12;
  - xi) Each note should be sequentially numbered beginning with the number “1” in column 12;
  - xii) Additions of notes shall be placed sequentially following the last published note.

## VIII. CODE LISTS

### A. CODE LIST SPECIFICATIONS

44. The heading part of the UN/EDIFACT code list shall respect exactly the same layout rules as shown in Figure 26.

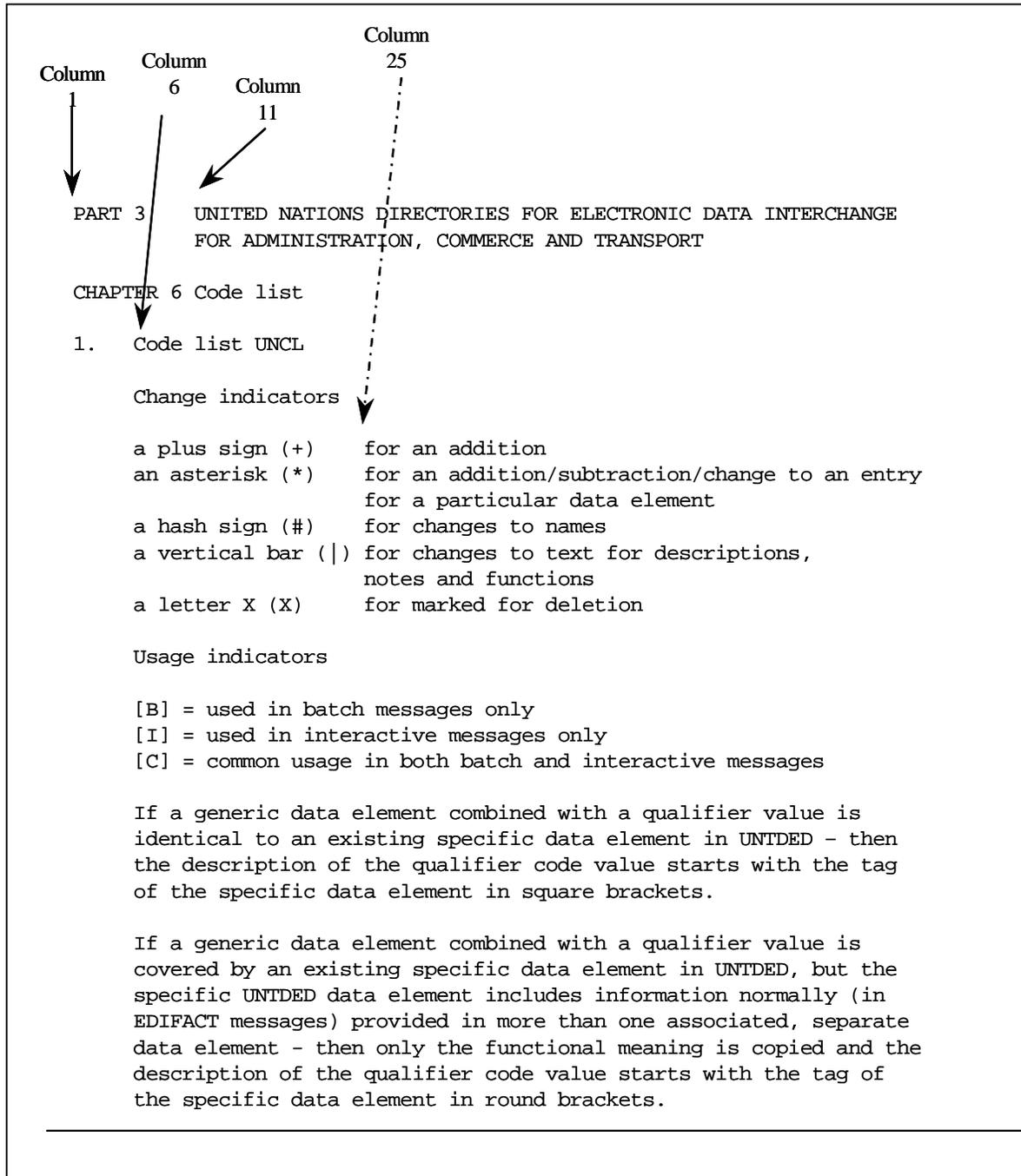


Figure 28

45. The codes within the UN/EDIFACT Code list shall be formatted exactly as per Figure 29.

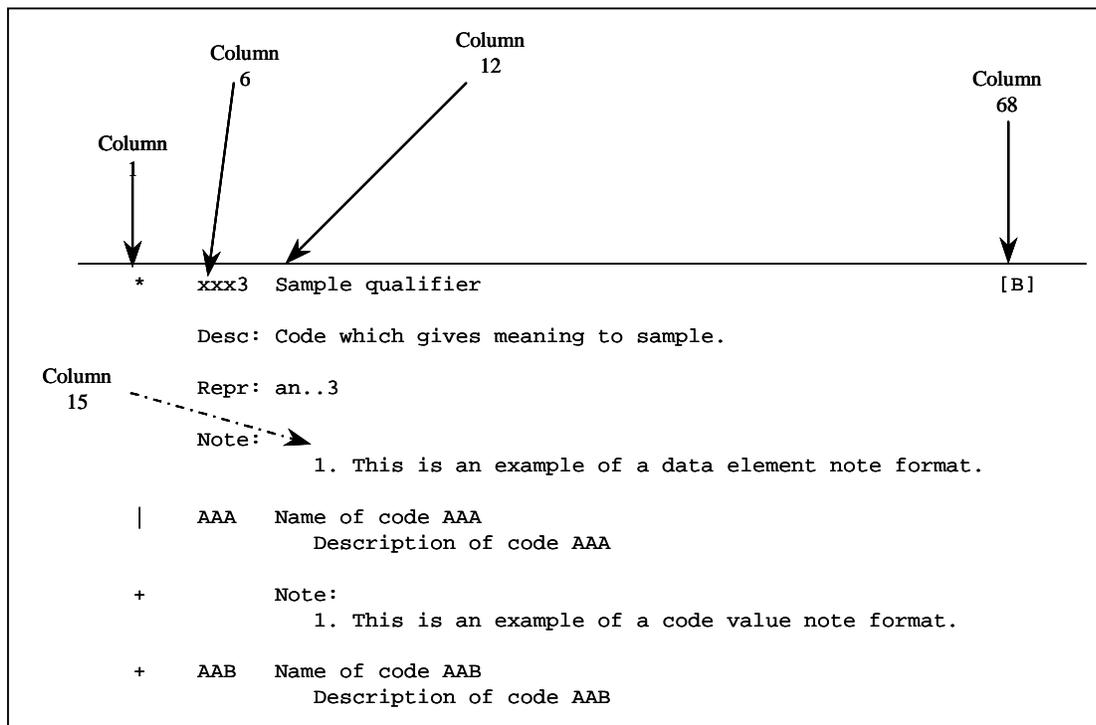


Figure 29

- i) The specific meaning of the change indicators within the code list directory is as follows :

“+” This sign is used to indicate the addition of a data element to this directory and is marked before the data element tag. (It may also be used to indicate the addition of a code value to an existing data element in which case the sign is marked before the code value which was added. Finally, it may be used to indicate the addition of a note applicable to a code value within an existing data element added.)

"\*" This sign is used to indicate that a code value has been added to the data element. It is also used if a code value within the data element has been marked for deletion, the name or description of the code value has been changed, or if a note applicable to a code value has been added, deleted or changed. The sign is marked before the data element tag.

- "|" This sign is used to indicate a change in the text of a description of a code value. It is marked before the code value tag. It is also used to indicate a change to an existing note and is marked immediately before the note.
- "#" This sign is used to indicate a modification to the name of a code value. The sign is marked before the code value tag.
- "X" This sign is used to indicate code values which have been marked for deletion after an interval of three years. The sign is marked before the code value tag. A note will also be added to every marked for deletion entry to identify the last directory in which the value will appear, e.g., 'This code value will be removed effective with directory D.02A.'. (It may also be used to indicate the data element has been marked for deletion in which case the sign is marked before the data element tag).
- ii) The change indicator is placed in column 1. For successive change indicators columns 2 and 3 shall be used. The change indicators may appear against the data element tag, the code value of the data element, or the note applicable to a code value. (Note. These indicators are kept local to the code list directory and do not permeate throughout the other directories. At the end of the three year period the code values so marked will be automatically deleted from the directory.);
- iii) A usage indicator is placed in columns 68-70 of the line containing the data element tag and name. Its purpose is to permit effective control over changes proposed for future directories, particularly where the indicator is "[C]". The creation of these indicators will be automatically generated during directory production based on database usages expressed for the particular data element. In those instances when a data element has been marked for deletion, the usage indicator shall remain unchanged from its prior designation;
- iv) Codes shall be left aligned from column 6 and cannot be more than 6 characters in length;
- v) If the name of a code exceeds 59 characters, then it shall be continued on the following line in column 12;
- vi) If the description of a code exceeds 56 characters, then it shall be continued on the following line in column 15;
- vii) Dependency notes shall not apply to code values;
- viii) If the data element in the UNCL has an associated note in the EDED then this note will appear against the data element;
- ix) If the note applicable to a code exceeds 56 characters, then it shall be continued on the following line in column 15;
- x) Each note should be sequentially numbered beginning with the number "1" in column 15;
- xi) Additions of notes shall be placed sequentially following the last published note.

- xii) If a generic data element combined with a qualifier value is identical to an existing specific data element in UNTDED - then the description of the qualifier code value starts with the tag of the specific data element in square brackets;

Example:

3035 Party qualifier

BB Buyer's bank

[3420] Bank employed by the buyer to make payment.

[3420] indicates that 3420 is a specific data element in the current United Nations Trade Data

Element Directory (UNTDED):

3420 Buyer's bank

Desc: Bank employed by the buyer to make payment.

- xiii) If a generic data element combined with a qualifier value is covered by an existing specific data element in UNTDED, but the specific UNTDED data element includes information normally (in EDIFACT messages) provided in more than one associated, separate data element - then only the functional meaning is copied and the description of the qualifier code value starts with the tag of the specific data element in round brackets.

Example:

3035 Party qualifier

AL Principal

(3340) Party accepting liability for goods held or moving (e.g. transit) under a Customs authorization and - when applicable - a guarantee.

(3340) indicates that 3340 is a specific data element in the current UNTDED:

3340 Principal responsible party

Desc: Name and address of a party accepting etc.

- xiv) A coded data element that does not have a code list shall not appear in the code list directory.

## **Annex I**

### **ALLOWED CHARACTER SETS**

1. In all directory textual representation the character set "Latin alphabet No. 1" according ISO 8859-1:1987 is to be used.

**Annex II****DATA ELEMENTS USED IN LAYOUTS**

TAG	NAME	FORMAT
0051	Controlling agency	an .. 2
0052	Message version number	an .. 3
0054	Message release number	an .. 3
0065	Message type	an .. 6

### **Annex III**

#### **DIRECTORY VERSION AND RELEASE PROCEDURES**

1. As a result of prior decisions reached in 1996<sup>2</sup> regarding the matter of directory version and release designations, the following shall apply:
  - i) The UN shall continue to publish two directories per year to be known as UN/EDIFACT standard directories;
  - ii) All messages contained in a UN/EDIFACT standard directory will have an equal status and all directories will be considered as being for implementation;
  - iii) Each directory shall be uniquely identified by the assignment of a version and release number.
2. Because of the different interpretations given to the concept of version and release regarding directories published prior to March 1997, the definitions applied within the coding structures for [0052] and [0054] must be consulted. Regarding the proper interpretation beginning in March 1997 the following definitions shall apply.

#### **A. VERSION**

3. Starting in March 1997, the format for data element 0052 changed. For MIDs, the value for data element 0052 is "0". This value signifies that the message is a MID and is not contained in the directory. For UNSMs, the value for data element 0052 is "D". This value signifies that the message is contained within the directory and is an approved standard message.

#### **B. RELEASE**

4. The significance for data element 0054 has also been updated. Because data element 0052 cannot be restructured to truly reflect the concept of a directory version, data element 0054 shall be interpreted as a concatenated number reflecting both version and release. Version shall be interpreted as the annual variant of the published directory. Release shall be interpreted as the sequence of publication for multiple directories published within any annual variant, i.e., version. Version and release coding shall uniquely identify any instance of a published directory. Each unique directory shall stand on its own and shall not be dependent upon a prior or future directory to be properly interpreted.

---

<sup>2</sup> TRADE/WP.4/GE.1/103 (Report of March 1996 GE.1 Meeting)

5. The value for data element 0054 is represented by the year {YY} and either “A” (which indicates the first release within the specified year) or “B” (which indicates the second release within the specified year). For example, “98A” refers to the United Nations Trade Data Interchange Directory (UNTDID) which was the first release in 1998. For MIDs, the value for data element 0054 is interpreted as the version and release of the directory which was used to prepare the message. “97B” indicates that the MID was created using the second directory issued in 1997. For UNSMs, the value of this data element is interpreted as the version and release within which the message was published.

### **C. REVISION**

6. The term “revision” will be used in conjunction with UNSMs as an indicator of change to a message included in the Message type directory. The number appearing in any instance of a directory will indicate the number of times an approved message has been revised as of that particular point in time. Upon initial approval of the message as a UNSM, the value applied shall be 1 (one). Each subsequent change to the message boilerplate or segment table shall result in the incremental increase of this value by 1 (one) in that instance of the directory. In the case of a recast message, the number shall again be incremented by 1 (one) from its previous value. The number assigned shall be done automatically (e.g., programmatically) by the UN/ECE secretariat directory production software. The value assigned is not linked to any specific previous directory version/release.

7. The term “revision” shall be used within a MID on the boilerplate cover page to uniquely identify a particular iteration of the MID. The revision number is assigned by the organisation developing the MID. Revision is a sequential number starting with 0 (zero) which uniquely identifies the iteration of the MID being submitted. For example, if the MID has been revised three times prior to submission, the value for revision would be “3”.

-----