



IMPLEMENTATION GUIDELINES
PREFACE
FOR ALL FEDEX TRADE NETWORKS EDI GUIDELINES
Revised as of August 16, 2004

Introduction and Purpose

Implementation guidelines are used as a reference manual to assist our customers in trading EDI messages with FedEx Trade Networks Transport & Brokerage, Inc. EDI is a foundation on which to build business strategies and achieve solutions. Each transaction set has a detailed layout explaining FedEx Trade Networks mapping specifications including segment, data element, and code usage.

Please review this introduction to familiarize yourself with the different aspects of our EDI program. If you have any questions or comments about the implementation process or contents of this guide or would like more information regarding the standards used by FedEx Trade Networks, please contact the FedEx Trade Networks EDI Coordinator listed on page 4.

Implementation Process

An EDI partnership is the trading of one or more EDI messages between business partners. Our normal steps in implementing a new partner and or a new message is as follows:

1. Determine customer's expectations
2. Prepare standard trading partner agreement for review and mark-up
3. Define objectives and the scope of the project
4. Get the plan signed off by all project stakeholders
5. Notify VAN and or set FTP communications parameters
6. Exchange implementation guidelines
7. Develop work breakdown structure
8. Develop Information Technology service request if necessary
9. Measure performance prior to implementation
10. Issue timeline for project and coordinate cross functional implementation team
11. Assign cross function team members to tasks
12. Set flags, locations, party-to-party associations
13. Prepare translation software
14. Trade test data and reconcile differences
15. Verify product dictionary
16. Print document(s) based on EDI data
17. Verify content with trading partner
18. Validate data to application with business community
19. Move to production environment
20. Measure benefit after implementation
21. Perform project audit and benchmarking
22. Conduct assessment meeting
23. Communicate findings to stakeholders
24. Perform periodic review of implementation

Depending on the experience level of the trading partners with the message(s) testing can begin in a short period of time. Testing normally lasts approximately one to two weeks, depending on the type of transaction, it's volume, and the resolution of any problems encountered during testing. Trading of message(s) according to our standard implementation guidelines will greatly reduce the lead-time required to achieve production status.

Changing business requirements

As business environments change new requirements will undoubtedly develop. This will necessitate changes in the current implementation of a trading partner's message. Data elements may be added or removed from the message. New requirements may develop that are not encompassed by the structure of the standard message. These changes may be as simple as moving to a later release of the message or may require changes to existing standards. Changes to existing standards or the addition of new codes can be achieved through ASC X12 for both X12 and EDIFACT standards.

In ASC X12, the various subcommittees develop new standards that become recommendations for the full ASC X12 membership. The full ASC X12 membership must go through a consensus process before a proposed standard (or any change to an existing standard) is published as a Draft Standard for Trial Use. After a reasonable trail period, these standards are submitted to ANSI to start the process of consensus approval and registration.

Many industry groups also meet to develop, maintain, and provide a coordinated effort at ASC X12 meetings. We encourage your participation in these groups.

Conventions Used in this Implementation Guideline

Segments and data elements within each segment are shown with the following indicators. These notations are in addition to the standards requirements. Although the standards may indicate that a segment or data element is optional we may have marked it as 'Mandatory' or 'Recommended'. In an effort to make the implementation guidelines as useful as possible industry specific requirements may appear, e.g. heat analysis for steel rods. These industry related specifics can be ignored when not applicable.

M = Mandatory

R = Recommended

U = Used

N = Usage not recommended

Note: These recommendations are not meant to be restrictive. Please check with us if your usage requirements differ.

Only segments and data elements used are included in the implementation guideline. Please consult the appropriate standards documentation if further clarification is required.

Required segments and data elements are marked as such because of standards requirements, e.g. it is a mandatory segment or data element. Others are marked as required due to system or business constraints.

Recommended segments and data elements are marked as such because they provided enhanced data that our applications can use to provide a better end product.

Used segments and data elements are marked as such because we are able to use the data contained to complete application requirements.

Additional Documentation

This implementation guide is derived from information readily available from other sources. To obtain additional information about the standards contact the following:

UN/EDIFACT

EDI Support Services, Inc.
PO Box 203
Chardon, OH 44024-0203

Phone: (800) 334-4912
Fax: (216) 286-6817

ASC X12

ASC X12 Secretariat
Data Interchange Standards Association, Inc.
1800 Diagonal Road, Suite 355
Alexandria, VA 22314-2852

Phone: (703) 548-7005

Testing Procedures

A thorough test cycle should be performed prior to activating a transaction within the production environment. These testing cycles include:

1. Exchanging the targeted transaction set(s) with relevant and current business data.
2. Processing the data through both the sender's and receiver's EDI translators and business applications.
3. Comparing the results of the EDI process to the results of paper based processes.

We suggest that you contact your FedEx Trade Networks EDI Coordinator prior to testing if you wish to have specific conditions validated during the testing process.

Pre-Testing Requirements

1. Exchange EDI Implementation Guides
2. Finalize the data content requirements
3. Exchange necessary trading partner and VAN/FTP information.

Sending EDI Messages

1. Set up a trading partner relationship with your network provider to enable trading with FedEx Trade Networks. Depending on network provider it may be necessary to establish appropriate interconnects. In the case of FTP you will be provided with our server's IP address, a user name and password. You will also be supplied with instructions on how to send and retrieve your messages.
2. Make any necessary changes to your translation software and applications.
3. Generate a test transaction with valid data (product numbers, location codes, etc.) and send it to us through your network provider. Two (2) transmissions are sufficient for initial testing. A copy of an old transaction may be used for test purposes as long as the document number is changed. The transaction should have a test indicator in the ISA segment. Send paper-based documents of the test transaction to your EDI Coordinator. This will allow us to conduct an initial validation process.
4. We will contact you regarding the status of the test transaction. In the event of data or standards compliance error, steps 2 and 3 will be repeated until the desired results are obtained.
5. After the desired results are obtained, the transaction set will be moved into production under parallel test mode until it is mutually decided to discontinue receipt of paper-based documents, when possible.

Transaction Set Enveloping Information

Interchange and Group Envelopes

Please contact your EDI Coordinator for appropriate particulars.

Delimiters

*FedEx Trade Networks will use the following delimiters within **EDIFACT** transaction sets.*

Segment Terminator:	'	(Apostrophe)
Element Separator:	+	(Plus Sign)
Sub-Element Separator:	:	(Colon)
Decimal Notation Bar:	.	(Period)

*FedEx Trade Networks will use the following delimiters within **ASC X12** transaction sets.*

Segment Terminator	~	(Tilde)
Element Separator	*	(Asterisk)
Composite Separator	:	(Colon)
Decimal Notation Bar:	.	(Period)

Transaction Set Mapping

These mappings were developed in order to define the flow of data between FedEx Trade Networks and its trading partners. The implementation guidelines contain a detailed map describing the segments and data elements that are necessary to trade that particular transaction set for the declared purpose(s). The mappings will show the data that is required by FedEx Trade Networks and how it should be conveyed in the transaction set. In addition, the detailed mapping specifications were drafted to facilitate the integration of EDI into business applications. When reviewing these specifications you will see the following:

- Segment reference numbers, definitions, notes, and requirements corresponding to the appropriate standards dictionary.
- Definition, purposes statement for the transaction set including FedEx Trade Networks specific usage as a transaction set may have more than one implementation depending on its ultimate end goal.
- Element reference numbers, definitions, and requirements corresponding to the appropriate standards dictionary.
- Repeating or Group/Looping structures corresponding to the appropriate transaction set as defined by the standards.
- Requirements that are necessary for FedEx Trade Networks that may not be required by the standards
- Data elements that have a “fixed value”.
- FedEx Trade Networks business comments appropriate to specific segments or data elements.

Due to the broad nature of the standards there are often unclear or confusing choices among transaction sets, segments, and data elements. In deciding how to implement the transaction set the following rules were applied:

- The transaction set must meet the data requirements of the parties involved.
- The transaction set should be as simple as possible.
- Industry conventions/implementations should be followed when ever possible.
- Different transaction sets should use similar segments, data elements, and code values when possible.