EDI Business Partner Onboarding
Guideline for Suppliers

Version history

Version	Date	Comments
1.0	13 June 2022	Initial publication.
1.1	20 Dec. 2021	Abatements added
1.1	17 June 2022	Review and Updates

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1.   Introduction

This document describes the message standards used in the electronic data interchange (EDI) between the ALDI/Hofer group (referred to as ALDI in the following) and the corresponding business partners (merchandise suppliers, Logistics Service Providers). Changes and amendments to the ALDI EDI Guideline are made available in the onboarding portal in PDF format.

EDI refers to the exchange of structured business data (e.g. orders and invoices) between the information systems of external partners. This process is based on the message standard used by ALDI (EANCOM/GS1). The predominantly used communication standard is AS2, which constitutes an encrypted transfer method via the Internet including a receipt confirmation, which is referred to as MDN (Message Delivery Notification) in the following. Further communication standards include: X.400, VAN and SFTP.

EDI is an essential requirement for maintaining efficient business processes with business partners and constitutes the precondition for an optimised collaboration between ALDI and the corresponding business partners. The use of EDI results in benefits for both ALDI and the business partners.

This guideline and the Message Implementation Guidelines (referred to as MIG in the following) of the relevant message types have been developed on the basis of the EANCOM D.01B (recommendation by GS1 standard. These documents form the basis for a successful integration of EDI between ALDI and the corresponding business partners. The MIGs provide information on the ALDI-specific use of the EANCOM standard, such as field length and data type.

Business partners who do not operate an internal EDI solution are provided with the option to use EDI via a web interface (WebEDI). The solution of an EDI service provider can be used for this purpose. ALDI recommends that the internationally available 'Intelligent Web Form' (IWF) WebEDI solution by OpenText be used, but any compliant WebEDI service can be used by the supplier. A description of the WebEDI solution is provided by OpenText for the overall system and in addition for the ALDI specific forms by the ALDI/Hofer group within the onboarding portal.

2.   ALDI/Hofer group

ALDI is a discount retailer that operates worldwide. The ALDI/Hofer group is represented on four continents in eleven countries:

- ALDI SOUTH Germany
- Hofer Austria
- ALDI USA
- ALDI Great Britain
- ALDI Ireland
- ALDI Australia
- ALDI Switzerland
- Hofer Slovenia
- ALDI Hungary
- ALDI Italy
- China

Communication partners are identified at interchange level. For this purpose, the UNB segment (interchange header) is used for the EANCOM message types. The Global Location Number (referred to as GLN in the following) of the country of the transferring ALDI region represents the sender of data in the context of outgoing messages (EANCOM/ORDERS). For incoming messages (EANCOM INVOIC/DESADV), the GLN of the country of the receiving ALDI region constitutes the data recipient.

Business partners are identified via the address segments (EANCOM, NAD). This structure must be complied with in both outgoing and incoming messages.

ALDI/Hofer Group

Description	EANCOM/ORDERS	EANCOM/INVOIC	EANCOM/DESADV
Data Sender	UNB_S002_0004		
Data Receiver		UNB_S003_0010	UNB_S003_0010
Example	UNB+UNOC:3+**4012345000009**:14+4012345000018:14+030706:0630+12345555+++++EANCOM+1'	UNB+UNOC:3+4012345000009:14+**4000004000002**:14+180706:1043+12345555++INVOIC+++EANCOM+1'	UNB+UNOC:3+4012345000009:14+**4000004000002**:14+180706:1043+12345555++DESADV+++EANCOM+1'

Business Partner

Description	EANCOM/ORDERS	EANCOM/INVOIC	EANCOM/DESADV
Data Receiver	UNB_S003_0010		
Data Sender		UNB_S002_0004	UNB_S002_0002
Example	UNB+UNOC:3+4012345000009:14+**4012345000018**:14+030706:0630+12345555+++++EANCOM+1'	UNB+UNOC:3+**4012345000009**:14+4000004000002:14+180706:1043+12345555++INVOIC+++EANCOM+1'	UNB+UNOC:3+**4012345000009**:14+4000004000002:14+180706:1043+12345555++DESADV+++EANCOM+1'

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3. EDI standards

The ALDI/Hofer group uses messages in the EANCOM D.01B as the basic description for representing the following business processes:

- Purchase orders (Orders)
- Purchase order rebooking (purchase order change)
- Purchase order cancellation (purchase order change)
- Advanced Shipping Notice (ASN) / Despatch Advice (DESADV) for Dropship and inbound warehouse
- Commercial invoices
- Credit notes

Please refer to the corresponding MIG for a detailed description of the segments and group elements including a format description of the data elements. This document covers the message details for Purchase Order Creation and Change, and Commercial and Freight Invoice and Credit Notes. For all other freight-related messages, please refer to the Freight EDI guidelines document.

ALDI supports the following message types in the EDI implementation of the business partners:

Incoming messages		Outgoing messages	
EANCOM D.01B		**EANCOM D.01B**	
INVOIC	Commercial	ORDERS	Create Order
INVOIC	Credit Note	ORDERS	Order Change
DESADV	Warehouse	ORDERS	Order Cancellation
DESADV	Dropship		

You can find further detailed information in the Message implementation Guideline in the OpenText Onboarding Portal: https://visibility.inovis.com/dataquality/xclient/aldibp

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4. EDI integration

The strategy pursued by ALDI involves implementing EDI functionality in order to communicate with all business partners via electronic data interchange. An EDI contract or agreement that has been signed by both partners regulates the rights and obligations of both EDI partners. The EDI contract is a mandatory requirement for the electronic data interchange of invoice data in Austria.

A GLN number or a bilaterally agreed identifier (ZZ), or DUNS is stored in order to identify the business partner in the EDI message as described above. The GLN is centrally assigned by and can be requested from the GS1 company.

The integration of the business partners into the ALDI EDI processes ('onboarding') is supported by an EDI service provider. The OpenText EDI service provider has been selected as ALDI's cooperation partner with regard to all EDI processes and supports the entire implementation process from the onboarding phase to live EDI operation with business partners worldwide. OpenText has provided a web portal for the onboarding phase, which streamlines and accelerates the EDI integration process. Furthermore, the business partner is supported by the Expert Onboarding team (referred to as EO team in the following) throughout the entire integration process. The onboarding portal provides the following means of support and guidance:

- New business partners are provided with an overview of the benefits of EDI and the costs of an EDI implementation.
- All documents necessary for the EDI integration and live EDI operation have been made available to the business partners in the onboarding portal. This includes the EDI sample contract, globally valid ALDI GLN numbers, EDI Guideline and the currently valid Message Implementation Guidelines (MIGs).
- An EDI integration manual provides further assistance.

In addition, the onboarding portal provides the ALDI EDI coordinator, i.e. the most important link between IT and the functional departments, with transparent information on the progress of the EDI supplier integration process.

The EO team can be contacted as follows:

- E-mail: aldihofer.ob@opentext.com
- Telephone: +44 (0) 845 50 50 115

5.   Steps in the EDI integration process

The EDI integration process comprises several steps. ALDI classifies these steps into five categories:

- Introduction to the ALDI EDI integration process
- Setup of the technical infrastructure
- Test and validation of the message types used between business partner and ALDI SAP system
- Confirmation of functional readiness
- Commencement of Business as Usual

5.1   Onboarding portal

The business partner is automatically informed of the start of the onboarding phase on the onboarding portal as soon as OpenText has activated the supplier. OpenText will handle all communication with suppliers during the EDI integration phase on the onboarding portal. The EDI connection between ALDI/OpenText and the business partner will be established and the messages developed by the business partner will be validated. The EO team will inform ALDI about the progress of the EDI integration of all suppliers at regular intervals.

Once the connection between ALDI and the business partner is created through OpenText, integration testing between the supplier and ALDI can commence. This will comprise of a series of tests for each message type to ensure all requirements and specifications have been implemented correctly for all systems.

6.   Additional phase for existing EDI suppliers

If you already support legacy EDI communications with ALDI you have the several options during the implementation of the new EDI message types:

- Cancel the legacy EDI message types and switch to email and/or paper-based ordering and invoicing while the transition to the new EDI standard takes place
- Configure your internal ERP systems to accommodate both legacy and new messages types when communicating with ALDI

Should you choose to continue with both Legacy and the new standard during implementation, your systems will need to be able to clearly identify whether ALDI EDI orders have been generated by the new or old ALDI EDI standard. This will be clearly differentiated via different interchanges and address-level changes. New message types (e.g. DESADV) will have the new EDI standard only. In addition the contents of the messages will differ based on this criteria, which is elaborated further below.

You can discuss these options further with the ALDI Onboarding team at the commencement of the upgrade process.

7.   Master data

It is mandatory that the master data of the communication partners be compared in order to ensure a smooth electronic data interchange.

Master data maintenance is assigned a high level of priority in the context of electronic data interchange. The GLN, DUNS or ZZ identifier constitutes the decisive identification criterion in the context of the electronic data interchange with ALDI.

7.1 ALDI EDI master data

Each communication partner is responsible for maintaining their master data. Incorrect master data is the most frequent reason for rejected documents in the context of the electronic data interchange. ALDI provides the following types of information for master data comparison purposes:

- GLN identification number of the ALDI Corporate office
- ALDI VAT ID
- GTIN, descriptions, and handling units
- Valid currencies
- Country-specific VAT rates

7.2 Display of numeric values

For all displays of numeric values, such as for quantities, tax rates, etc. the rule is that the period symbol should be used.

Amount, tax rate: Only two decimals is allowed and use period as the separator for decimals, e.g. 1000.00

Quantity: Has to be an integer, e.g. 1000 or 1000.00

7.3 The identification number of the business partner

Unambiguous identification of the communication partner is a mandatory requirement for a reliable electronic exchange of business data.

All invoice and delivery addresses must be unambiguously identified via GLN/DUNS/ZZ. Identification features, such as name, post code, town/city, etc., serve to further identify the partners and are to be included in the relevant message. GLNs always comprise 13 digits in the context of the electronic data interchange, i.e. include the corresponding check digit.

At present, ALDI uses the following methods to identify business partners:

- GLN number
- DUNS number
- The agreed ZZ identifier

Description	EANCOM/ORDERS	EANCOM/DESADV	EANCOM/INVOIC
Party Identifier	SG2_NAD_C082_3039	SG2_NAD_C082_3039	SG2_NAD_C082_3039
Example	NAD+**SU**+**2201234567897**::9++SUPPLIER+SUPPLIER ROAD+SUPPLIER CITY++2770+AT'	NAD+**SU**+**2201234567897**::9++SUPPLIER+SUPPLIER ROAD+SUPPLIER CITY++2770+AT'	NAD+**SU**+**2201234567897**::9++SUPPLIER+SUPPLIER ROAD+SUPPLIER CITY++2770+AT'

7.4 Article information

The order unit GTIN and other types of product information (e.g. SLA, Incoterms) are defined in the ALDI contract. The GTIN is used to identify products in the context of the electronic data interchange with ALDI. The GTIN is mandatory information to be included in EDI order, despatch Advice (DESADV) and invoices.

The following types of product information are relevant to the electronic data interchange:

- GTIN (GTIN-8, GTIN-13, GTIN-14)
- Quantity unit

GTIN - ORDERS

Description	EANCOM/IFTMIN
Item Identifier	**SG28**_LIN_C212_7140
Example:	LIN+000001++**4000862141404**:SRV'

GTIN - DESADV

Description	EANCOM/IFTMIN
Item Identifier	**SG17**_LIN_C212_7140
Example	LIN+000001++**4000862141404**:SRV'

GTIN - INVOIC

Description	EANCOM/IFTMIN
Item Identifier	**SG26**_LIN_C212_7140
Example	LIN+000001++**4000862141404**:SRV'

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8. Purchase Order

ALDI enables the business partner to import an EDI purchase order into their respective order system without any manual effort. EDI purchase orders contain the request to provide merchandise in accordance with the product information agreed in the contract (e.g. GTIN, Base unit of measure). ALDI is allowed to send one or several change requests for the order (i.e. change or rebook the order) until the goods have finally been picked/delivered. EDI purchase orders are generated and transferred by the technical department.

8.1 Message ID

Exact identification of the message allows correct processing and tracking of the order. A unique message reference number is generated for each EDI purchase order message.

Description	EANCOM/ORDERS
Message reference number	UNH_0062
Example	UNH+**54321**+ORDERS:D:01B:UN:EAN010+2.0'

8.2 Message version

The message sequence ensures that all the messages is completely processed for a given purchase order. This message sequence would be updated for each change to the purchase order sequentially.

Description	EANCOM/ORDERS
Message reference number	BGM_C106_1056
Example	BGM+220::9:**DROPSHIP**+12345**+1**+9'

8.3 Order type and order number

The Purchase Order (PO) number is an essential element of the EDI purchase order and is unambiguously assigned in the context of the ALDI-internal processes. A purchase order message number can be up to 35 digits in length. In the context of EDI invoices, the ALDI order number and order line-item number is to be added to each invoice line item for reference purposes.

Description	EANCOM/ORDERS
Document identifier	BGM_C106_1004
Example	BGM+220::9:DROPSHIP+**12345**+9'
Document name	BGM_C002_1000
Example	BGM+220::9:**DROPSHIP**+12345+9'

8.4 Addresses

The Buyer (BY) address and Supplier (SU) address as well as Delivery Party (DP) are all mandatory fields in the Purchase order.

Description	EANCOM/ORDERS
Name and Address segment	SG2_NAD
Example (Buyer)	NAD+BY+1234567890128::9++COMPANY NAME 1:COMPANY NAME 2:COMPANY NAME 3:COMPANY NAME 4+STREET 1:STREET2+CITY+NRW+46045+DE'
Example (Supplier)	NAD+SU+4012345500000::9++SUPPLIER:SUPPLIER NAME2:SUPPLIER NAME3:SUPPLIER NAME4+STREET 1:STREET NAM E 2+CITY+NRW+45481+DE'
Example (Delivery Party)	NAD+**DP**+4398765000004::9++NAME:NAME2:NAME3:NAME4+STREET 1:STREET 2+CITY+NRW+45481+DE'
Example (Despatch Party)	NAD+**PW**+4089876511111::9++PICKUP:PICKUP2:PICKUP3:PICKUP4+STREET 1:STREET 2+CITY+NRW+45481+DE'

8.5 Line-item numbering

For each line item in the Purchase Order a number (maximum 5-digits) will be included in ten-digit increments (e.g. 00010, 00020, 00030, etc.). In the context of EDI invoices, the same line-item number should be included in each invoice line item for reference purposes.

Description	EANCOM/ORDERS
Line item identifier	SG28_LIN_1082
Example	LIN+**00010**+1+4000004000033:SRV'

8.6 The date

Date information is an essential element of each EDI purchase order. The date of Purchase Order creation, and the delivery date for each article on the order will be included on a line item level. Earliest delivery date is an optional entry which can be included for Special Buy orders. When applicable, the earliest pickup date will also be included. Please find below an explanation of the differences between and structure of the date segments.

The predefined date format (CCYYMM) is to be complied with for all date entries. Please refer to the MIG for further information.

Description	EANCOM/ORDERS
Date or time value	DTM_C507_2380
Example (Creation date)	DTM+**137**:20190703:102'
Date or time value	SG28_DTM_C507_2380
Example (Delivery date requested)	DTM+**2:20190705:102'**
Date or time value	SG28_DTM_C507_2380
Example (Delivery date earliest)	DTM+**64:20190704:102'**
Date or time value	SG28_DTM_C507_2380
Example (Pickup date)	DTM+**200:20190704:102'**

8.7 GTIN

The electronic data interchange with ALDI is based on the Order unit GTIN provided in the message at line item level. This information is mandatory for each EDI purchase order. The Global Trade Item Number (GTIN) is an 8, 13, or 14-digit number that uniquely identifies products and services. The last digit of the GTIN identifies fixed measure items as the check digit. If the supplier has already-assigned GS1-compliant GTINs these will be used in the Purchase Order. If not, the ALDI GTIN will be used.

Description	EANCOM/ORDERS
Item identifier	SG28_LIN_C212_7140
Example	LIN+00010+1+**4000004000033**:SRV'

8.8 The order quantity

The order quantity and unit (which is included in the GTIN), including the agreed packaging information are important elements of the EDI purchase order. Purchase order quantities will always be communicated in the base Unit of Measure which is 'cases'. The exception is when the case size equals one unit. These will be case size 'each'. Pallet size is no longer an order unit, but the total calculated pallet quantity will be included in the summary of the Purchase Order.

Description	EANCOM/ORDERS
Quantity	SG28_QTY_6060
Example (Ordered Quantity)	QTY+21:**42**'

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9. Purchase order change (Rebooking) / Cancellation

EDI purchase orders can generally be rebooked. The rebook process for all business partners remains unaffected by the introduction of EDI. Rebooked EDI purchase orders may contain changes to the order quantity and/or delivery date, one or all existing articles on the order, and new articles can be added to the order.

The EDI order change message will be a Delta message or a Full message for a supplier. The delta message will only contain the line-items for which there has been a change in quantity or delivery date. Cancelled orders will contain all line-items, but also a cancellation attribute in the header of the message. The full message would contain both changed and unchanged line details.

ALDI will use the same Purchase Order message type (ORDER) to transmit changes, using the original Purchase Order number with qualifiers on header and/or line level to indicate changes, additions, or deletions. An example of the most common change scenarios is shown in the following table, with indicators whether it is a header or line level change:

#	Scenario	Change type	Action Code	EDI input type
1	Supplier calls in advance to change the delivery date and quantity of one line on a PO, ALDI makes the change and resends the order.	PO Line-item Change	3	Change EDI qualifier
2	Supplier calls in advance to cancel all line items on a PO – supplier will receive original order with 'Delete line' indicator instead of a zero quantity order	PO Header Change	2	Delete EDI qualifier
3	Supplier calls in advance to cancel one line on a PO – supplier will receive original order with 'Delete line' indicator instead of a zero quantity order	PO Line-item Change	2	Delete EDI qualifier
4	Supplier partially delivers a PO and requests the remainder is rebooked on a different delivery date – (Supplier receives original order quantity and the goods receipt quantity instead of just the remaining balance on the order, as well as the new delivery date)	PO Line-item Change	3	Change EDI qualifier
5	Supplier partially delivers a PO and requests the remainder is closed, previously this information was not communicated to the supplier. If the order is delivered in full, no communication is sent to the supplier	PO Header Change	3	Change EDI qualifier + 'Delivery complete' indicator
6	ALDI/ Supplier requests an additional line is added to the PO	PO Line-item Change	1	Change EDI Qualifier
7	Unchanged line items in case of Full message	PO Line-item unchanged	4	Unchanged line item (Only for Full message)

For each change action in a PO change, an action code is assigned:

> Action code 1 = added line item
>
> Action code 2 = deleted line item, in case of full cancellation all line items will have the action code 2
>
> Action code 3 = changed line item (e.g. quantity)
>
> Action code 4 = No change to the line item

Description	EANCOM/ORDERS
Action request coded	SG28_LIN_1229
Example (Scenario #1)	LIN+00010+**3**+4000004000033:SRV'
Example (Scenario #1)	QTY+21:**40**'
Example (Scenario #1)	DTM+2:**20190705**:102'
Example (Scenario #2,#3)	LIN+00010+**2**+4000004000033:SRV'
Example (Scenario #4	LIN+00010+**3**+4000004000033:SRV'
Example (Scenario #4) Ordered Quantity	QTY+**21**:**42**'
Example (Scenario #4) Delivered Quantity	QTY+**46**:**22**'
Example (Scenario #4)	DTM+2:**20190707**:102'
Example (Scenario #5)	LIN+00010+**3**+4000004000033:SRV'
Example (Scenario #5) Remainder not requested	QTY+**27**:**0**'
Example (Scenario #6)	LIN+00010+**1**+4000004000033:SRV'
Example (Scenario #7)	LIN+00010+**4**+4000004000033:SRV'

10. Invoice

The EDI invoice is used to transfer payment information regarding goods that have been delivered by the supplier in accordance with orders transferred by ALDI. The EDI invoices are automatically generated

within the merchandise management system of the supplier and sent to ALDI (except WebEDI). Likewise, the invoices are automatically imported into and further processed via ALDI's ERP system. The resulting decreased lead times lead to optimised invoice data management as well as optimised further processing in the technical department. After the introduction of EDI, the technical department will continue to be the supplier's point of contact in case of any questions regarding the handling of invoices.

ALDI supports the following invoice types for the handling of invoices: commercial invoice and credit note. Invoice corrections must be sent as new invoices as the invoice correction message type is not supported.

The EDI invoice refers to one or several purchase orders and contains reference information to the Purchase Order sent to the supplier, including:

- Buyer (Business name and billing address)
- Business partner identification number
- Purchase order number
- Purchase Order Line-item number
- GTIN (HU-level)
- Invoice quantity

In addition there are mandatory fields that the invoice must contain, including:

- Invoice number
- VAT number information (BP and ALDI depending amount)
- Tax exempt numbers (e.g. Intra-community trade)
- IBAN, ECO control number, and Global GAP number information (If applicable) on header level
- Name and address information (BP and ALDI)
- Dates of issue, delivery, service period, supply
- Gross amount, net and tax amounts per VAT rate
- Currency code & Foreign Currency amounts
- Notes for applying tax rates or tax exemptions
- Payment terms
- Units of Measure
- Discounts, charges and allowances
- Certificates
- Wine Equalisation Tax (WET)

These elements will be explained in more detail below and in the accompanying MIGs.

10.1 Message Reference Number

Exact identification of the message allows for correct processing and tracking of the EDI merchandise invoice in a similar way to the EDI purchase order. A unique message reference number should be included in the message header.

Description	EANCOM/INVOIC
Message Reference Number	UNH_0062
Example	UNH+**12345**+INVOIC:D:01B:UN:EAN011+2.0'

10.2 Invoice type and invoice number

The invoice number and invoice type constitute unambiguous information in the EDI message. It is mandatory that an invoice type (commercial invoice or credit note) and an invoice number be entered. All invoice messages start with the corresponding invoice number and type. The invoice number may not exceed 16 characters. The invoice number constitutes a sequential and unique number that may not be assigned twice within the same year (per business partner). Otherwise, the invoice is considered a duplicate invoice and flagged for action by the ALDI system. The invoice type constitutes key information in the invoice handling process at ALDI and triggers the relevant subsequent posting processes.

Description	EANCOM/INVOIC
Document name code	BGM_C002_1001
Example (Commercial invoice)	BGM+**380**::9+432097+9'
Example (Credit Note)	BGM+**381**::9+432097+9'
Document identifier	BGM_C106_1004
Example	BGM+380::9+**432097**+9'

10.3 The date within invoice

Multiple date segments have been defined within the EDI invoice for the invoice issuing date and the supply or service date. These date entries are mandatory fields for Austrian invoices.

Date and time information have to be transferred in the predefined format. Please refer to the MIG for further information on the formats.

Description	EANCOM/INVOIC
Date or time value	DTM_C507_2380
Example (Creation date)	DTM+**137**:**20190703:102'**
Example (Supply Date)	DTM+**35:20190702:102'**

10.4 The invoice tax exemption codes

In the case of an entitlement to deduct input tax or the reverse-charge mechanism, the corresponding information has to be transferred in the form of tax exemption codes. These codes refer to the entire invoice (segment at header level) and are used by ALDI to identify the invoice tax code. The following descriptions are permitted:

- Intra-community trade (IGL)
- Reverse charge (LES)
- Triangular trade (TRT)
- Durchschnittlicher Steuersatz, pauschalierter Landwirt (DSS)
- Pay to supplier - Einfuhrumsatzsteuer (EUS)

Description	EANCOM/INVOIC
Text Code Qualifier (Tax Exempt)	FTX_4451
Example	FTX+**REG**++IGL'
Free Text Coded	FTX_C107_4441
Example (Intra Community Trade)	FTX+REG++**IGL**'
Free Text Coded	FTX_C107_4441
Example (Triangular Trade)	FTX+REG++**TRT**'
Free Text Coded	FTX_C107_4441
Example (Reverse Charge)	FTX+REG++**LES**'

10.5 The business partner as the invoicing party

EDI invoices must contain both the identification of the business partner via GLN/ZZ identifier and the full address including the name of the invoicing party. If the supplier is not the invoicing party the invoicing party (NAD+II) needs to be specified in addition to the supplier information.

In addition, transfer of the following information is mandatory:

- VAT identification number (or tax ID)
- VAT identification number of the invoice recipient (must be included in invoices exceeding a total amount of EUR 10,000), for the tax exempts IGL, TRT, LES

Description	EANCOM/INVOIC
Name and Address Segment	SG2_NAD
Example	NAD+**SU**+2201234567897::9++SUPPLIER+SUPPLIER ROAD+SUPPLIER CITY++2770+AT'
Reference Identifier	SG3_RFF_C506_1154
Example (VAT ID)	RFF+VA:**AT-U12345678'**

While transfer of the following information is optional:

- Global GAP number
- Organic control body number (ECO number)

Note that if the Global G.A.P. number and/or the Organic Certification Number are stated at invoice level (segment group 3, 'RFF' segment), this information is valid for all line items.

Description	EANCOM/INVOIC
Reference Identifier	SG3_RFF_C506_1154
Example (Global G.A.P.)	RFF+YB7:4049928400587'
Example (ECO Number)	RFF+XC1:AT-BIO-401'

10.6 The pickup address

In the case of triangular trades, identification of the pickup address must be provided by the business partner.

Description	EANCOM/INVOIC
Party Function	SG2_NAD_3035
Example	NAD+**SF**+2201234567897::9++PICKUP WH+PICKUP STRASSE+PICKUP STADT++12345+DE'

10.7 Line item article information

The article is accurately identified by the ALDI or Business Partner GTIN. In addition, mandatory information on the article description, the quantity and the total net value of the line item is to be included in the EDI invoice.

Description	EANCOM/INVOIC
Item Identifier	SG26_C212_7140
Example	LIN+000001++**4000862141404**:SRV'

10.8 Tax rate of the article

EDI invoices can contain different tax rates. Therefore, the applicable tax rate is displayed at line item level.

Description	EANCOM/INVOIC
Tax Rate	SG34_C243_5278
Example	TAX+7+VAT+++:::**20.00**+S'

10.9 Order and order reference

An invoice may reference several orders. Order information (purchase order line-item number and purchase order number) is mandatory for all EDI invoices. This information is to be specified at line item level.

Description	EANCOM/INVOIC
Reference Identifier	SG30_C506_1154
Example	RFF+ON:**18306**:00010'
Document Line Identifier	SG30_C506_1156

| Example | RFF+ON:18306:**00010**' |

10.10 Total invoice amount

The EDI invoice total is to include the total net amount (sum of all line items), the total VAT amount, and the total gross amount.

Description	EANCOM/INVOIC
Monetary Amount (gross)	SG50_C516_5004
Example	MOA+**77:480.00**'
Monetary Amount (net)	SG50_C516_5004
Example	MOA+**79:400.00**'
Monetary Amount (tax amount)	SG50_C516_5004
Example	MOA+**124:80.00**'

10.11 Total invoice amount per VAT rate

Whether the EDI invoice contains multiple tax rates or only one, it is necessary that the invoice amount be transferred per tax rate (sum of all line item totals of the tax rate and total VAT amount for the tax rate) and the corresponding tax rate.

Description	EANCOM/INVOIC
Monetary Amount (net)	SG52_C516_5004
Example	MOA+**79:400.00**'
Monetary Amount (tax amount)	SG52_C516_5004
Example	MOA+**124:80.00**'

10.12 Currency Code

The invoicing currency needs to be provided in the EDI invoice.

Description	EANCOM/INVOIC
Invoicing Currency	SG7_CUX_C054_5345
Example	CUX+2:**EUR**:4'

10.13 Amounts per VAT rate in local currency (used in GB/IE only)

ALDI must report to HMRC/Revenue the exact amount of VAT in local currency as stated on the supplier's invoice.

For GB this means that if a UK VAT registered company submits an invoice subject to UK VAT in any other currency than GBP, they legally have to also state the GBP VAT equivalent on the invoice/credit note.

For Ireland it means that if an IE VAT registered company submits an invoice subject to IE VAT in any other currency that EUR, they legally have to also state the EUR VAT equivalent on the invoice/credit note.

Description	EANCOM/INVOIC
Monetary Amount (tax amount)	SG52_C516_5004
Example	MOA+124:**80.00**:GBP'

10.14 Abatements (used in DE only)

The following reduction can be stated:

- ST 1 Abatements are the result of allowance on bonus agreements
- ST2 Abatements are the result of our current general and conditional agreements
- ST3 Allowance on bonus agreements exist

Description	EANCOM/INVOIC
Abatements	FTX_C107_4441
Example ST1	FTX+AAK++**ST1**'
Example ST2	FTX+AAK++**ST2**'
Example ST3	FTX+AAK++**ST3**'

10.15 Payment terms (GB/IE & AUS only)

Additional fields showing in detail all given discounts, allowances and all relevant details about the payment terms with baseline date definition and cash discount calculation should be introduced to increase transparency on supplier product cost calculation during the invoice reconciliation and discrepancy handling.

Description	EANCOM/INVOIC
Payment Terms basis	SG8_PAT_C112_2152
Example (Payment within 30 days from the invoice date)	PAT+22++5::D:**30**'
Discount Due Date	SG8_DTM_C507_2380
Example	DTM+12:**20220505**:102'
Discount Percentage	SG8_PCD_C501_5482
Example	PCD+12:**3.00**'

10.16 Units of Measure (GB/IE & AUS only)

Catch-weight items are ordered in the UOM of carton / cases (Order Unit / Unit of Entry) but valuated in unit of weight (order price unit). The valuation for the MAP (moving average price) in the order price unit (OPUn) is performed during the goods receipt and taken from the ASN. The unit in weight should be transferred as additional information for discrepancy handling as part of the EDI digital invoice image.

Description	EANCOM/INVOIC
Catch Weight	SG26_MEA_C174_6314
Example	MEA+PD+ACG+KGM:10.00'

10.17 Certificates (GB/IE & AUS only)

It is necessary to enable the supplier to enter the information required from the respective certification scheme via a data field in the EDI invoice (e.g., RSPO certificate, FSC, SFI) so that they can be audited based on that information.

Description	EANCOM/INVOIC
Certification information	FTX_C108_4440
Example	FTX+PUR++RSPO+**12345-RSPO-67890**'

10.18 Wine Equalisation Tax (AUS only)

In Australia the Wine Equalisation Tax (WET) is a tax on wine levied at 29% of the wholesale value of wine. It is imposed on the last wholesale sale of wine, which in that case is between the wholesaler and the retailer. There needs to be a separate line for WET in the EDI invoice of the supplier. The supplier should be able to issue an EDI invoice that is going to contain GST and WET separately, so that the breakdown between the two taxes is possible. Currently there is only one field in EDI for taxes. So, a new field needs to be added to the EDI invoice in order to capture both GST and WET in separate fields.

WET will be included as part of the article price and therefore the following data will be captured in the invoice:

Line item level information:

- Landed Unit Cost (LUC) price including WET but excluding GST (Cost of goods + WET) per line item
- Total amount for all line items excluding GST (Total cost of goods + total WET)
- Total amount including GST (Total cost of goods + total WET + total GST)

Header level information:

- Invoice gross amount (Invoice net amount + WET + GST)
- GST amount
- WET amount (as a free form field)

Description	EANCOM/INVOIC
WET Amount	SG50_MOA_C516_5004
Example	MOA+7:**5.00**'

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11. Advance Shipping Notice (ASN / Despatch Advice)

The advance shipping notice (ASN) is a notification of pending deliveries, and is used to list the contents of a delivery of goods as well as additional information relating to the delivery. It provides the information about products and quantities that will be delivered, the specific packaging configuration, and at what time the delivery can be expected to arrive. The ALDI ASN process supports business functions in planning and preparation in subsequent logistical activities like transportation planning & optimization, goods receipt, and delivery notifications to customers in drop-shipment scenarios.

After a purchase order is created by ALDI and sent to the business partner, the business partner is required to send an advance shipping notification (ASN) for the delivery to ALDI (inbound delivery). The inbound delivery cannot be received by ALDI without a valid ASN. At the time of delivery the ASN is checked against the Purchase Order. This validation includes checking the delivery window for special buys, valid GTIN and delivery quantities.

An ASN that is created with quantities less than the referenced PO quantity will be accepted by ALDI ERP system, while ASNs with quantities exceeding referenced PO quantities plus the accepted over delivery tolerance are rejected. These ASNs are investigated by ALDI and the outstanding issues corrected in a new ASN. Updates to an existing ASN are not accepted. Only new ASN messages will be accepted. If an ASN is already created and the purchaser needs to update the purchase order, then the purchaser needs to communicate with the business partner before making any changes on the purchase order, and if necessary, create or issue a new ASN.

It will be possible to issue multiple ASNs for a single Purchase Order, generally in cases where there are different delivery dates for the same PO. It is also possible to include multiple POs from the same Supplier in a single ASN.

Pallet level information is required on the ASN, some of which is mandatory and some optional. This includes details on quantity of products per pallet and pallet ID numbers (SSCC).

- Quantity of product per pallet
- Pallet ID number

The following information is also necessary on a line-item level of the ASN, some mandatory and some optional:

- GTIN (required)
- Purchase Order number (required)
- Purchase Order line item number (required)
- Quantity (required)
- Product best-before dates (optional)
- Batch number (optional)

More details can be found in the following sections.

11.1   Header: Sender / recipient identification

Specifies the sending and receiving parties for the message. The identifiers are in the form of a GLN, ZZ-identifier, or DUNS number.

Description	EANCOM/DESADV
UNB Data Sender	UNB_S002_0004
Example	UNB+UNOC:3+**2201234567897**:14+1234567890128:14+180525:1156+12345555+++++EANCOM+1'
UNB Data Receiver	UNB_S003_0010
Example	UNB+UNOC:3+2201234567897:14+**1234567890128**:14+180525:1156+12345555+++++EANCOM+1'

11.2   Header: Senders unique reference number

The unique message reference number generated by the sending system.

Description	EANCOM/DESADV
Message reference number	UNH_0062
Example	UNH+**54321**+DESADV:D:01B:UN:EAN011+2.0'

11.3 Delivery Note Number and DESADV Type

Description	EANCOM/DESADV
Document Identifier	BGM_C106_1004
Example	BGM+351::9:WAREHOUSE+**12345**+9'
Document name	BGM_C002_1000'
Example Warehouse	BGM+351::9:**WAREHOUSE**+12345+9'
Document name	BGM_C002_1000'
Example Dropship	BGM+351::9:**DROPSHIP**+12345+9'

11.4 Header: Date

This segment specifies the issue date and time of the despatch advice message. It will occur two times, one time for the creation of the document (header level) and once for the expected delivery date.

Description	EANCOM/DESADV
Date and Time Value	DTM_C507_2380
Example	DTM+**137**:**20170124**:102'

11.5 Header: Measurements

These segments specify the physical measurements of Gross/net weight and volume on shipment level.

Description	EANCOM/DESADV
Measurement Value	MEA_C174_6314
Example Gross Volume	MEA+PD+AAW+MTQ:**21.000**'

11.6 Header: Business partner

This segment identifies the originating sender of the Purchase Order (ALDI/HOFER). The identification is in the form of a GLN, ZZ-identifier, or DUNS number.

Note: more specific business partner GLN information may be required for non-ALDI stock in hubs (e.g. goods supplier GLN)

Description	EANCOM/DESADV
Party identifier	SG2_NAD_C082_3039
Example	NAD+BY+**1234567890128**::9'

11.7 Note about article information on Handling Unit level

As part of the implementation of Despatch Advice messages as a requirement for deliveries, all information about articles in the Despatch Advice message are required to be listed on a Handling Unit level, followed by line item article information such as shipping codes, GTINs, reference PO and other information as specified in the sections below. Despatch advice messages on an article level should not be used.

11.8 HU: Packaging sequence

This segment identifies the sequence of the packaging in the message.

Description	EANCOM/DESADV
CPS Segment Hierarchical structure level identifier	SG10_CPS_7164
Example	SG10_CPS+**1**+1'
CPS Segment Hierarchical structure parent identifier	SG10_CPS_7166
Example	SG10_CPS+1+1'

1 = First CPS - no parent (shipment level) - CPS+1'

2 = Second CPS - e.g. Pallet - CPS+2+1' (pallet level, parent = shipment)

3 = Third CPS - e.g. Carton - CPS+3+2' (cartons, parent = pallet)

11.9 HU: Serial Shipping Container Code (SSCC)

If the shipment contains SSCCs, these lines indicate the presence of the code, followed by the assigned SSCC for the individual HU pallet.

Description	EANCOM/DESADV
Marking instructions code	SG15_PCI_4233
Example	PCI+**33E**'
Object Identifier(SSCC)	SG15_GIN_C208_7402
Example	GIN+BJ+**123456789012345675**'

11.10 HU: Line item article identifier

This segment is used to identify the GTIN of the article being despatched based on the Purchase Order.

Description	EANCOM/DESADV
Line Item	SG17_LIN
Example	LIN+000010++5410738000152:SRV'

11.11 HU: Line item weights, volumes and measurements

These segments contain the total gross and net weight for the line item, and/or volume if applicable.

Description	EANCOM/DESADV
Measurement value	SG17_MEA_C174_6314
Example (Gross Weight)	MEA+AAE+**AAD**+KGM:**14**'
Measurement value	SG17_MEA_C174_6314
Example (Net Weight)	MEA+AAE+**AAC**+KGM:**13**'
Measurement value	SG17_MEA_C174_6314
Example (Volume)	MEA+AAE+**AAW**+MTQ:**10**'

11.12 HU: Quantity

Specifies the despatch quantity of the product identified in the LIN segment which is about to be, or has been despatched.

Description	EANCOM/DESADV
Despatch Quantity	SG17_QTY_C186_6060
Example	QTY+12:21.000'

11.13 HU: Best-before date

To be included by the supplier if the article has best-before date information is required for the individual handling unit.

Description	EANCOM/DESADV
Date/time code qualifier	SG17_C507_2005
Example best before date	DTM+**361**:20200110:102'

11.14 HU: PO reference number and line item number

The originating Purchase Order number is required for the article, including the corresponding line item number from the originating Purchase Order.

Description	EANCOM/DESADV
Reference code qualifier	SG18_RFF_C506_1153
Example PO reference	RFF+**ON**:67890:00020'

11.15 HU: Batch number

To be included by the supplier if batch number information is required for the individual handling unit.

Description	EANCOM/DESADV
Reference code qualifier	SG18_RFF_C506_1153
Example Batch number	RFF+**BT:**67890'

11.16 Footer: Total number of pallets

The total number of pallets in the shipment is included at the end of the message. The number should equal the total HU pallet quantity.

Description	EANCOM/DESADV
Control total value	CNT_C270_6066
Example (total number of pallets)	CNT+38E:**21**'

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12. Advance Shipping Notice (ASN / Despatch Advice) - Dropship

The advance shipping notice / despatch advice message for dropship order delivery contains some differing segment data from the DC delivery DESADV message type. The differing segments are indicated with (Dropship) in the subheading.

12.1 Header: Sender / recipient identification

Specifies the sending and receiving parties for the message. The identifiers are in the form of a GLN, ZZ-identifier, or DUNS number.

Description	EANCOM/DESADV
Party identifier	SG2_NAD_C082_3039
Example	NAD+BY+**1234567890128**::9'

12.2 Header: Senders unique reference number

The unique message reference number generated by the sending system.

Description	EANCOM/DESADV
Message reference number	UNH_0062
Example	UNH+**54321**+DESADV:D:01B:UN:EAN011+2.0'

12.3 Header: Date (Dropship)

This segment specifies the issue date and time of the despatch advice message. It will occur two times, one time for the creation of the document (header level) and once for the expected collection date by the cargo carrier.

Description	EANCOM/DESADV
Date and Time Value	DTM_C507_2380
Example	DTM+**137**:**20170124**:102'

12.4 Header: Business partner (Dropship)

This segment identifies the business partner (supplier) involved in the Despatch Advice message. The identification is in the form of a GLN, ZZ-identifier, or DUNS number

Description	EANCOM/DESADV
NAD Segment	SG2_NAD
Example	NAD+SU+1234567890128::9'

12.5 Packaging sequence

This segment identifies the sequence of the packaging in the message.

Description	EANCOM/DESADV
CPS Segment Hierarchical structure level identifier	SG10_CPS_7164
Example	SG10_CPS+**1**+1'
CPS Segment Hierarchical structure parent identifier	SG10_CPS_7166
Example	SG10_CPS+1+1'

1 = First CPS - no parent (shipment level) - CPS+1'

2 = Second CPS - e.g. Pallet - CPS+2+1' (pallet level, parent = shipment)

3 = Third CPS - eg. Carton - CPS+3+2' (cartons, parent = pallet)

12.6 Package information (Dropship)

Contains the number of packages in the shipment, whether cases or cartons.

Description	EANCOM/DESADV
Number of packages	SG11_7224
Example	PAC+**2**++CS'

12.7 Package identity number (Dropship)

Contains the tracking ID of the order.

Description	EANCOM/DESADV
Object Identifier (Tracking ID)	SG15_C208_7402
Example	GIN+AW+2134124'

12.8 Goods identity number (Dropship)

Contains the tracking identification number of the sending supplier.

Description	EANCOM/DESADV
Reference Code	SG18_RFF_C506_1153
Example (Carrier reference number)	RFF+**CN**:12345678'

12.9 Article identifier

This segment is used to identify the GTIN of the article being despatched based on the Purchase Order.

Description	EANCOM/DESADV
Line Item	SG17_LIN
Example	LIN+000010++5410738000152:SRV'

12.10 Quantity (Dropship)

Specifies the despatch quantity of the product identified in the LIN segment that has been despatched. The dropship quantity can have up to three decimal place (0.000).

Description	EANCOM/DESADV
Despatch Quantity	SG17_QTY_C186_6060
Example	QTY+12:21.000'

12.11 PO reference number and line item number (Dropship)

The segment contains the customer PO number, the originating PO number from ALDI/HOFER, including the corresponding line item number from the originating Purchase Order.

Description	EANCOM/DESADV
Reference Code	SG18_RFF_C506_1153
Example	RFF+**ON:**67890:00020'

13. Error-codes and messages (Hard/Soft) & MIG Validation Errors

To grant a data quality on highest level for incoming electronic invoices (INVOIC) and despatch advice messages (DESADV), the provided information are validated against tax-, country- and ALDI-specific requirements. Are any of these validation rules violated, the data sender receives an e-mail notification with a complete list of the errors that the electronic document contains.

For these errors, two categories are defined:

1) Soft Error

   Data that was received by the EDI service provider OpenText does not correspond to the requirements that are described in the Message Implementation Guide (MIG) EANCOM. The INVOICs / DESADVs data is processed, but the data sender is requested to correct further electronic interchanges and send them corresponding to the named requirements.

2) Hard Error

   Data that was received by the EDI service provider OpenText does not correspond to the requirements that are described in the Message Implementation Guide (MIG). The INVOICs / DESADVs are rejected and not transferred to ALDI. The data sender is required to correct and resend the documents in correspondence to the requirements.

3) MIG Validation Error
   Data that was received by the EDI service provider OpenText does not correspond to the requirements that are described in the Message Implementation Guide (MIG) EANCOM. The INVOICs / DESADVs data is processed, but the data sender is requested to correct further electronic interchanges and send them corresponding to the named requirements.

A complete list for the error codes is in the following appendices.

13.1 E-Mail Notification

Subject:

[Message Type] Error Notification - [GLN/DUNS/ZZ of the supplier]

Content:

-- An English version of this e-mail is stated below. --

(Dies ist eine automatische Benachrichtigung. Bitte antworten Sie nicht auf diese E-Mail.)

Sehr geehrte Damen und Herren,

die von Ihnen an uns gesendete EDI Nachricht beinhaltet Fehler, bei denen es sich um Soft-Errors, Hard-Errors und/oder MIG Validation Errors handelt. Unser EDI-System ist in der Lage Nachrichten mit Soft- oder MIG Validation Errors erfolgreich zu verarbeiten. Wir empfehlen jedoch, dass Sie Soft- sowie MIG Validation Errors in Ihren EDI Nachrichten beheben.

Hard-Errors führen zu einer Abweisung Ihrer EDI Nachricht. In Folge dessen wird Ihre Nachricht in unserem EDI-System nicht verarbeitet. Passen Sie Ihre Nachricht bitte hinsichtlich unserer Vorgaben für den elektronischen Datenaustausch mit Lieferanten an und übermitteln Sie diese erneut. Die entsprechenden Message Implementation Guidelines stehen im Onboarding Portal (https://visibility.inovis.com/dataquality/xclient/aldibp) in der aktuellen Version zum Download zur Verfügung.

Eine Zusammenfassung aller Fehler finden Sie am Ende dieser E-Mail. Darüber hinaus können Sie unserer EDI-Guideline weiterführende Informationen entnehmen. Diese steht ebenfalls im EDI Onboarding Portal (https://visibility.inovis.com/dataquality/xclient/aldibp) zum Download zur Verfügung.

Bitte wenden Sie sich bei weiteren Rückfragen an Ihre nationalen Kontakte bei ALDI SÜD/HOFER.

Mit freundlichen Grüßen

OpenText, im Auftrag von ALDI SÜD/HOFER

-------------------- ENGLISH -----------------------

(This is an automatic notification. Please do not reply to this e-mail.)

Dear Sir or Madam,

The EDI message you sent us contains errors which are either soft errors, hard errors and/or MIG validation errors. Our EDI system can successfully process EDI messages with soft or MIG validation errors. However, we recommend that you fix soft and MIG validation errors in your EDI messages.

Any EDI message containing hard errors are rejected by the system. As a result, your EDI message will not be processed in our EDI system. Please adjust your message to match our requirements regarding electronic data exchange with suppliers. The current version of the corresponding Message Implementation Guidelines is available for download in the onboarding portal (https://visibility.inovis.com/dataquality/xclient/aldibp).

Please find below a summary of the errors at the end of this e-mail. Please also refer to our EDI guideline for further information. This EDI guideline is also available for download in the EDI onboarding portal (https://visibility.inovis.com/dataquality/xclient/aldibp).

If you have any further questions, please do not hesitate to contact your relevant national contact person at ALDI SOUTH/HOFER.

Best regards,

OpenText, on behalf of ALDI SOUTH/HOFER

(sample)

The EDI message contains the following errors:

Error Count: 1

Hard Error Count: 1

Soft Error Count: 0

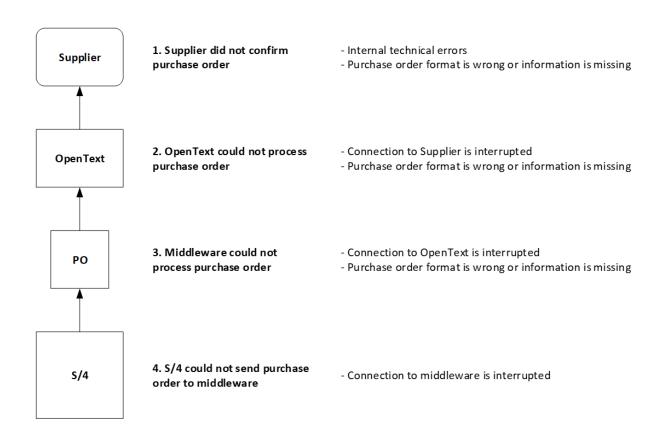MIG Validation Error Count: 0

Message Number: T027_V2

INVOICC0027/Hard. Please provide the GTIN of the product you are invoicing.

---

14. Fallback Solution

Communication errors can occur for different reasons and below is an overview which manual steps will be taken when the connection fails for which document:

Process	Failure	Taken Action
Send out Purchase Order	Purchase Order cannot be send out from ALDI SAP S/4.	Order will be send to supplier via Email.
Send out Purchase Order	Purchase Order is not received by supplier, because it is stuck at OpenText.	Order will be send to supplier via Email and information to ignore the EDI message in case it goes through at a later point in time.
Send out Purchase Order	Purchase Order is not received in supplier ERP system, because of their ERP-system issues.	Order will be send to supplier via Email and information to ignore the EDI message in case it goes through at a later point in time.
Receive ASN	ASN does not go out of supplier's ERP system.	Supplier realizes communication error and will be directed to the Supplier Portal. ASN will be created manually in Supplier Portal by supplier.
Receive ASN	ASN is stuck at OpenText.	ALDI informs supplier that ASN cannot be received. ASN will be created manually in Supplier Portal by supplier.
Receive ASN	ASN is not received by SAP S/4	ALDI informs supplier that ASN cannot be received. ASN will be created manually in Supplier Portal by supplier.
Receive Invoice	Invoice does not go out of supplier's ERP system.	Invoice will be send via mail by supplier. In case the invoice arrives at a later point through EDI only one invoice will be settled. Same Invoice ID is expected.
Receive Invoice	Invoice is stuck at OpenText.	ALDI informs supplier that invoice cannot be received. Invoice will be send via mail by supplier.
Receive Invoice	Invoice is not received by SAP S/4	ALDI informs supplier that invoice cannot be received. Invoice will be send via mail by supplier.

| Supplier | **1. Supplier did not confirm purchase order** | - Internal technical errors
- Purchase order format is wrong or information is missing |

| OpenText | **2. OpenText could not process purchase order** | - Connection to Supplier is interrupted
- Purchase order format is wrong or information is missing |

| PO | **3. Middleware could not process purchase order** | - Connection to OpenText is interrupted
- Purchase order format is wrong or information is missing |

| S/4 | **4. S/4 could not send purchase order to middleware** | - Connection to middleware is interrupted |