

Memo		
To	Suppliers of Hoogvliet BV	Subject
CC		Hoogvliet BV EDI Information
Via	E-mail	
From	Hoogvliet EDI Support	
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Hoogvliet BV EDI Information

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1. Introduction

EDI = Electronic Data Interchange.

Commercial messages between Hoogvliet BV and the suppliers may be exchanged through EDI. Which means that classical 'paper' documents can be avoided.

We are currently processing ORDER, APERAK (acknowledgement message), DESADV (dispatch advice) and INVOICE messages.

The aim of Hoogvliet BV is to have all our suppliers exchanging orders, acknowledgement messages, dispatch advises and invoices using EDI in EANCOM-standards.

2. Informatie over EDI met Hoogvliet BV

a. Standards in use

All messages are sent comply to the European EANCOM 1997 or 2002 standards. Currently Hoogvliet BV processes the following types and versions:

- ORDERS version D.96A
- APERAK version D.96A
- DESADV version D.01B
- INVOICE version D.96A

All other types and versions are not supported or processed. If a supplier is not able to meet these requirements we strongly advice to contact your software vendor to apply the necessary modifications.

b. Communication protocols

X400-network

You may send messages to Hoogvliet through the X400 network. Please use the following X400 address:

COUNTRY	BE
ADMD	SEAGHA
ORG	GLN
SURNAME	EDI
GIVENNAME	PROD2

c. GLN - Global Location Numbers

UNB address	8712076000199
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Hoogvliet DC and Servicecenter Bleiswijk

Address	Facetlaan 6 NL-2665 NR Bleiswijk The Netherlands
Buyer address (BY)	8712076000175
Delivery Partner address (DP)	8712076000175

Hoogvliet Supermarkets

Crossdock: Ultimate Client address (UC)	GLN-number of the supermarket
Direct delivery: Delivery Party Address (DP)	GLN-number of the supermarket

Hoogvliet VDC (Non-food)

Address	Antonie van Leeuwenhoekweg 35 NL-2408 AK Alphen aan den Rijn The Netherlands
Buyer address (BY)	8712076000175
Delivery Party address (DP)	8712076000137

d. Contact information

For questions regarding article information, EAN numbers, please refer to your purchasing contact / category manager at Hoogvliet BV

For technical / functional questions regarding EDI messaging:

Hoogvliet BV EDI Support

Department to contact	EDI support
Phone	+31 (0)88-4571000
E-mail	edi@hoogvliet.com

e. Guidelines

All our suppliers must follow the following guidelines:

Acknowledgement message (APERAK)

ORDERS need to be confirmed with an APERAK message at least within 2 hours after reception of the order. No exceptions can be made.

Dispatch advise (DESADV)

Hoogvliet only accepts DESADV messages of level 4 (containing -among others- SSCC-code (GIN+BJ), EAN of the pallet and crate (GIN+SRV) and Best Before Date (DTM+361:CCYYMMDD:102).

Before the shipment of the order you must send a DESADV message (dispatch advise).

- The UNB address is always 8712076000199 (the DESADV should be sent to this address)
- The NAD+BY address is the address of the buyer, this is one of the Distribution Centres mentioned above.
- The NAD+DP should be the address of the place of delivery, this may be one of the Distribution Centres mentioned above, also in case of cross dock deliveries.
- The NAD+UC address is optional and should be the supermarket's address, only to be used in case of cross docking.

Invoice note (INVOICE)

If you are delivering via Superunie, INVOICE messages should be sent to Superunie. Please refer to Superunie for further information regarding invoicing.

If you are doing business directly with Hoogvliet BV, INVOICE messages should be sent to: Hoogvliet DC, Facetlaan 6, 2665 NR Bleiswijk

Delivery at Distribution Centre Bleiswijk → DP GLN 8712076000175

Please note: invoices for services and goods delivered to our Service Centre should be sent to GLN 8712076000199. We still require non-EDI invoices as well, but only if you are doing business with Hoogvliet directly and not through Superunie. You may send these invoices to the address above, or in PDF-format to facturen@hoogvliet.com.

EDI software protocol

If there are modifications in the EDI software that effect the continuity of the data interchange, we ask that our trade partners communicate this as soon as possible via e-mail to edi@hoogvliet.com.

Disruptions protocol

Hoogvliet provides each order with a unique order number. We expect that our trade partners trigger on this order number to prevent double orders. This order number is unique within Hoogvliet BV's systems. Please contact Hoogvliet BV EDI Support in case of possible disruptions.

Contacts in case of disruptions

Every supplier should provide us a person to contact which is contactable in case of EDI disruptions.

3. Getting started with EDI at Hoogvliet BV

a. You are not using EDI?

Please contact Hoogvliet BV EDI Support to discuss the possibilities. Did you know that you can exchange via EDI with a minimum investment?

b. Arrangements before starting with EDI

Before starting the following item has to be taken care of:

Adapting the EAN-numbers

Ordering and invoices with EDI are based on a unique EAN-number for every article (GTIN). There will be no further description of the articles nor article numbering. Only the EAN-number is used.

As a standard Hoogvliet will order every article in package. It is necessary to identify this package and therefore it will need an EAN-number. This EAN-number is called EAN-TU (Trade Unit).

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We ask our suppliers to apply such an EAN-number to their packages (max. 13 positions) and to send a list of these numbers to our commercial services and published the GTIN's in GS1 Worldsynchron to CIV Superunie BA, GLN 8710624900007). If no EAN-TU is applied, we will order using the EAN-CU (Consumer-Unit), but the quantities mentioned will be in Trade Units. To avoid problems it is best to apply EAN-numbers to your packages.

If your articles are Hoogvliet branded, the commercial services of Hoogvliet will give you the EAN-TU (Trade Unit) you need

Testing period

To test the EDI connection, Hoogvliet EDI Support will send a test order with test indicator and email you the order number. We expect you to return an APERAK and a DESADV level 4. If the message exchange goes well and the EDI messages are correct, we can go live with the EDI message exchange.

During the testing period we will stay closely in touch with you. When both parties are satisfied with the data interchange, we will stop immediately with ordering by e-mail and the EDI-message exchange will be moved to production.

If you need additional information you can always contact the persons mentioned before.