

# Business to Business Integration

## Contents

Customer Integration	
Border Express Despatcher	1
Direct Integration	2
B2B Integration – Field Specifications	3
File Type Provided	
Consignment Data Fields	3
Logistic Unit Data Fields	6
Dangerous Goods Information	6
Additional Required Information	
Delivery Address Format Reference Guide	8
Introduction	8
Label Specification	11
APPENDIX A: Sample files	14
*XML NOTE*	14

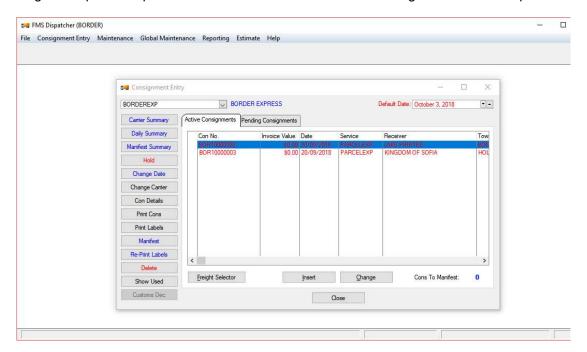
## **Customer Integration**

Border Express offers a number of solutions allowing customers to electronically despatch and label their freight. Implementing one or more of these solutions, customers are guaranteed to be able to electronically despatch their freight through all areas of their business. Consignments and labels can be generated in a customer's warehouse, a customer's office environment, or even at a specified third party.

#### Border Express Despatcher

For customers sending more frequently FMS Dispatcher is a great solution. FMS Dispatcher is a standalone system offering a greater level of flexibility and ease of use. We have **FMS Dispatcher** for single carrier despatch and **FMS Dispatcher Multi** for multiple carrier despatch.

Using despatcher, customers can despatch with Border Express as their single provider or with multiple carriers. Customers can interface directly with their ERP system automating the despatch process increasing efficiency and productivity. The system can be installed on a single computer or placed on the customer's network allowing access to multiple users.



#### Direct Integration

Border Express has the capability to receive files from our customers that can be directly imported into our freight management system. Almost any text file can be read provided the information is structured in a consistent format. This includes flat formats such as CSV and Fixed Width, or extensible formats such as XML.

Our file format preference is XML however, if a flat format file is required our preference is CSV. Fields can be delimited with any standard delimiting character, but if that character is used within the field, text qualifiers, such as quotation marks, must be used. When using a flat file format, each row can represent a whole consignment record, or rows can be of different sections of a consignment with an element of data in the row indicating the row type. For instance, begin a consignment header with "H"; begin a consignment with "C"; Load Items "L" and DG's as "DG".

The file name is to be unique. Time stamping the file will ensure this but having a sequential naming system is recommended.

With regards to the data that is required, the following table provides a guide as to what information is considered compulsory. This table does not imply that data is to be supplied in this order, but can be used as a guide for that, if required.

Border Express accepts files via both SFTP and email. SFTP is the preferred method due to the scheduling capabilities and assurance that the file will be sent on a regular basis. SFTP also has the benefit of not getting caught in firewalls or spam filters.

#### Contact

For all IT enquiries, please contact our **Border Express eBusiness Team**.

Email

integrations@borderexpress.com.au





## **B2B Integration — Field Specifications**

	ipe i		

XML CSV TXT DAT	Other
FIEIO DEIIIIII EI OLI EOOLEO	Please Specify:  Note: Will need to be approved by Border Express IT

#### \*\*NOTE\*\*

If you are providing a file spec where the data is not in the order as below you are also required to provide a field mapping with:

- 1. Order Number in File
- 2. Your data Field Name
- 3. Border Express Data Field

## Consignment Data Fields

When using a file type other than XML – you will need to use a "Line Indicator". Please specify your Line Indicator for the consignment:\_\_\_\_\_\_

	Data Field	Туре	Field length	Field Description	Compulsory / Optional	Provided (Y/N)	Customer Field Name / Other Information
1	Consignment Number	Alphanumeric	50	Con note shipping number	Compulsory		
2	Consignment Date	Date	19	Date of despatch (recommended format: yyyy-mm-dd)	Compulsory		
3	Sender Code	Alphanumeric	50	Account code of the sender (If included, must be a valid account as held by Border Express)	Optional		
4	Sender Name	Alphanumeric	50	Sending company name	Compulsory		
5	Sender Street Address 1	Alphanumeric	150	Sending company address	Compulsory		
6	Sender Street Address 2	Alphanumeric	150	Sending company address (line 2)	Optional		
7	Sender Suburb	Alphanumeric	50	Sending company suburb (Suburb/state/postcode combination must be valid as per Australia Post data)	Compulsory		
8	Sender State	Alpha	50	Sending company state (Suburb/state/postcode combination must be valid as per Australia Post data)	Compulsory		
9	Sender Postcode	Numeric (4 digit)	50	Sending company postcode (Suburb/state/postcode combination must be valid as per Australia Post data)	Compulsory		
10	Sender Reference	Alphanumeric	50	Reference number for tracking purposes	<u>Optional</u>		
11	Sender Contact	Alphanumeric	30	Sending company contact name	<u>Optional</u>		
12	Sender Phone	Numeric	15	Sending company contact phone number	<u>Optional</u>		
13	Receiver Reference	Alphanumeric	50	Reference number for tracking purposes	<u>Optional</u>		
14	Pickup	Bit (Yes/No)	4	Pickup Indicator	Compulsory		
15	Delivery	Bit (Yes/No)	4	Delivery Indicator	Compulsory		
16	Dangerous Goods	Bit (Yes/No)	4	DG indicator	Compulsory		
17	Receiver Code	Alphanumeric	50	Account code of the receiver (If included, must be a valid account as held by Border Express)	Optional		
18	Receiver Name	Alphanumeric	50	Receiving company name	Compulsory		

19	****Receiver Street Address 1	Alphanumeric	150	Receiving company address	Compulsory
20	****Receiver Street Address 2	Alphanumeric	150	Receiving company address (line 2)	Optional
21	Receiver Suburb	Alphanumeric	50	Receiving company suburb (Suburb/state/postcode combination must be valid as per Australia Post data)	Compulsory
22	Receiver State	Alpha	50	Receiving company state(Suburb/state/postcode combination must be valid as per Australia Post data)	Compulsory
23	Receiver Postcode	Numeric (4 digit)	50	Receiving company postcode(Suburb/state/postcode combination must be valid as per Australia Post data)	Compulsory
24	Receiver Contact	Alphanumeric	30	Receiving company contact name	<u>Optional</u>
25	Receiver Phone	Numeric	15	Receiving company contact phone number	<u>Optional</u>
26	Comments	Alphanumeric	4000	Additional delivery information	<u>Optional</u>
27	**Chep Pallets for Exchange	Numeric	4 (4,0)	Number of Chep Pallets to be exchanged (Note: enter transfer pallet figures here if no transfer docket # is available)	Optional (Compulsory if hire pallets are being used)
28	**Loscam Pallets for Exchange	Numeric	4 (4,0)	Number of Loscam Pallets to be exchanged (Note: enter transfer pallet figures here if no transfer docket # is available)	Optional (Compulsory if hire pallets are being used)
29	Chep Pallets Transferred to Receiver	Numeric	4 (4,0)	Number of Chep Pallets transferred to receiver	Optional (Compulsory if hire pallets are being used)
30	Loscam Pallets Transferred to Receiver	Numeric	4 (4,0)	Number of Loscam Pallets transferred to receiver	Optional (Compulsory if hire pallets are being used)
31	Chep Pallets Transferred to Border Express	Numeric	4 (4,0)	Number of Chep Pallets transferred to Border Express	Optional (Compulsory if hire pallets are being used)
32		Numeric	4 (4,0)	Number of Loscam Pallets transferred to Border Express	Optional (Compulsory if hire pallets are being used)
33	**Transfer docket CHEP#	Alphanumeric	100	Docket number(s) for hire pallets being transferred (Note: if a transfer docket number is not available, enter pallets under "For Exchange"). When multiple dockets specified, please separate with a delimiter other than the file delimiter.	Optional (Compulsory if hire pallets are being used)
34	**Transfer docket LOSCAM #	Alphanumeric	100	Docket number(s) for hire pallets being transferred (Note: if a transfer docket number is not available, enter pallets under "For Exchange"). When multiple dockets specified, please separate with a delimiter other than the file delimiter.	Optional (Compulsory if hire pallets are being used)
35	Charge To (Account Code)	Alphanumeric	50	Customer account code paying for the goods (Must be a valid account)	Compulsory
36	Time slot date	Date	19	Date for delivery time slot, or Start date for delivery time slot window (recommended format: yyyy-mm-dd)	<u>Optional</u>
37	Time slot end date	Date	19	End date for delivery time slot window (recommended format: yyyy-mm-dd)	Optional
38	Time slot start time	Time	8	Beginning of delivery timeslot. (HH:MM 24hr format)	<u>Optional</u>
39	Time slot end time	Time	8	End of delivery timeslot. (HH:MM 24hr format) (Note: if this is provided, there must be at least an hour between the time slot start and end times)	Optional

40	Time Slot Reference	Alphanumeric	50	Time slot reference or contact name	<u>Optional</u>
41	Expected Cost	Dollar	8 (5,2)	Expected shipping cost	<u>Optional</u>
42	Total Weight	Numeric	8 (4,3)	Total weight of consignment	<u>Optional</u>
43	Total Line Items	Numeric	4 (4,0)	Total number of line items	<u>Optional</u>
44	Total Units	Numeric	4 (4,0)	Total number of units being shipped	<u>Optional</u>
45	Foodstuffs	Bit (Yes/No)	2	Foodstuff indicator	Optional (Compulsory if shipping Foodstuffs)
46	Carrier Service	Alphanumeric	10	Service type (Suggested values: BEB for Express Bulk service BEP for Express Parcel service)	Compulsory

## Consignment Note Load Details

When using a file type other than XML – you will need to use a "Line Indicator". Please specify your Line Indicator for the Load Details:

	Data Field	Туре	Field length	Field Description	Compulsory / Optional	Provided (Y/N)	Customer Field Name / Other Information
1	Number Of Units	Numeric	8 (8,0)	Number of units being shipped	Compulsory		
2	Logistic Unit	Alphanumeric	50	Description of unit being shipped, eg. Skid, carton, pallet. (Note: Must match the description in your rates). If the Unit Description = 'Pallet', then Length and Width will be rounded up to 1.2m	Compulsory		
3	Total Weight	Numeric	8 (4,3)	Total Weight of the line item.	Compulsory		
4	Total Cubic	Numeric	8 (4,3)	Volume of the line item. (Length x Width x Height x Number of Units)	Compulsory		
5	Item Reference	Alphanumeric	500	Reference number	<u>Optional</u>		
6	Length	Numeric	8 (5,2)	Item length (metres) per unit  If Logistic Unit = Pallet, dimension will be rounded up to 1.2m  Dimensions exceeding 1.2m will not be overridden	Compulsory		
7	Width	Numeric	8 (5,2)	Item width (metres) per unit  If Logistic Unit = Pallet, dimension will be rounded up to 1.2m  Dimensions exceeding 1.2m will not be overridden	Compulsory		
8	Height	Numeric	8 (5,2)	Item height (metres) per unit	Compulsory		
9	Barcode	Alphanumeric	50	Barcode to uniquely identify the logistic unit. If you use GS1 compliant labels for your freight this would be the SSCC. Note: If this is provided, Number of Units should be 1as the Barcode needs to be matched against each individual Logistic Unit. If this is not possible, we recommend using the Barcode field under Logistic Unit Data Fields instead as you just need to provide a list of all Barcodes there and do not need to match them against each Logistic Unit.	Optional (Compulsory if SSCC labels are used)		

<sup>\*\*\*\*</sup> Refer to <u>Delivery Address Format Reference Guide</u> section.

\*\* If pallet information cannot be captured in the file, then arrangements with your local branch pallet controller and account rep. must be made to receive this information.

## Logistic Unit Data Fields

When using a file type other than XML – you will need to use a "Line Indicator". Please specify your Line Indicator for the Logistic Unit details:

	Data Field	Туре	Field length	Field Description	Compulsory / Optional	Provided (Y/N)	Customer Field Name / Other Information
1	Barcode	Alphanumeric	50	Barcode to uniquely identify the logistic unit. If you use GS1 compliant labels for your freight this would be the SSCC. Note: Count of these Barcode field values should match the sum of all Number of Units under Consignment Note Load Details.	Compulsory if including LU data		

## **Dangerous Goods Information**

When using a file type other than XML – you will need to use a "Line Indicator". Please specify your Line Indicator for the Dangerous Goods Details:

	Data Field	Туре	Field length	Field Description	Compulsory / Optional	Provided (Y/N)	Customer Field Name / Other Information
1	Shipping Name	Alphanumeric	350	Proper shipping name	Compulsory if DGs = YES		
2	Class	Alphanumeric	50	DG class	Compulsory if DGs = YES		
3	Sub Risk	Alphanumeric	50	Sub risk category of the DG (must be provided if one exists)	Compulsory if DGs = YES		
4	UN No	Alphanumeric	50	UN number of the DG	Compulsory if DGs = YES		
5	Packaging Group	Alphanumeric	50	Type of package group (I, II or III)	Compulsory if DGs = YES		
6	Type Of Package	Alphanumeric	50	Description of packaging type (must be one of: bag, carton, cylinder, drum, IBC, overpack, pail or portable tank)	Compulsory if DGs = YES		
7	No Of Packages	Numeric	4 (4,0)	Number of DG packages	Compulsory if DGs = YES		
8	Aggregate Quantity	Numeric	4 (4,0)	Total amount of DG goods in kg or litres	Compulsory if DGs = YES		
9	Contact Name	Alphanumeric	50	Contact name in case of an emergency	Compulsory if DGs = YES		
10	Contact Phone	Numeric	50	Contact number in case of an emergency	Compulsory if DGs = YES		

## Additional Required Information

Prefix First Connote Additional Information  Provided by Border Express	SFTP External IP Address:  (Provided by customer. Required to allow through fir  SFTP Username: (Provided by Border Express) SFTP Password: (Provided by Border Express)  EMAIL Email Address: (Must be approved and will be provided by Border Express)	on with Sales + Operations  Paperwork (Manifests)  Has been provided and signed off on with Sales + Operations
On behalf of	·	
	rue and accurate. I understand that if any further changes that gand sent to <a href="mailto:itsupport@borderexpress.com.au">itsupport@borderexpress.com.au</a>	To be completed by Border Express IT
X	Date	Integrator  Data Tested (Date)  Date Completed

#### Introduction

Having a valid delivery address is a critical factor when it comes to providing the best possible delivery service. The purpose of the address is to convey accurately, sufficient information to enable both our drivers, and our IT systems to identify the correct pickup or delivery location the first time, every time. Please ensure that addresses for all freight consignments follow these requirements:

#### Address Fields

- Address fields are provided for ADDRESS information ONLY. No other type of information is to be in these fields. Where additional delivery instructions are required they MUST be entered in the appropriate field (Comments/Special Instructions).
- An address is NOT to include: Opening Times, Phone Numbers, Peoples Names, Attention: as there are other fields appropriate for this information i.e.
   Comments/Receiver Phone/Receiver Contact/etc.
- Where possible, we need the delivery address which is sometimes different to the mailing address (i.e. the loading dock may be off a street at the rear of the property).
- The first address line may contain shop/factory/unit details but if you wish to add more information (i.e. shopping centre name) then put the actual street address in line 2.
- The second address line must only contain a street number, name and type (e.g. 135 High Street)
- Do not punctuation (i.e. commas, colons, etc. in an address).
- The correct suburb, state and postcode are vital as there are many suburbs in Australia with the same name.
- We do not deliver to Post Office boxes (PO Box), Roadside Mail Boxes (RMB), parcel lockers or Lot Numbers. Only valid street addresses.
- Address MUST contain sufficient information to unambiguously identify the correct location.

#### **Street Numbers**

- Must be present.
- Must not contain other number decoration like "No." or "#"
- If there is a range of numbers then they SHOULD be separated by a hyphen.
- If subdivided then additional sub division must come after the numeric component.
- For example: 75a Ogilvie Street
- LOT/subdivision numbers are NOT RECOMMENDED and MUST NOT be used where street numbers have been assigned.

#### **Sub Street Numbers**

- Shop, Factory, or Unit numbers MUST be separated from the Street Number. The RECOMMENDED separator is the oblique slash "/".
- For example: Unit 1 / 130 Puckle Street

#### Street Name

- One, two or three street names are valid, any more creates an invalid address.
- Multi word street names may be separated by hyphens or space.
- For Australia, street names are always spelt in words, never numbers.
- For example: ALWAYS "Tenth St NEVER "10th St.
- Directional indicators are allowed after street types "NORTH", "SOUTH", "EAST", or "WEST"
- Additional "helper" street addressing is NOT RECOMMENDED.
- In the example: "Cnr Ballarat Rd (Western Hwy) & Butler Streets" the "(Western Hwy)" information is unnecessary and should not be provided.
- Use gazetted street names ONLY. Not the name the "locals" know.

#### **Street Type**

- MUST be spelt correctly with only the acceptable abbreviation list provided.
- MUST be provided for every street name.
- Commonly used street types and their appropriate abbreviations are listed below:

Alley	ALLY	Grove	GR
Arcade	ARC	Highway	HWY
Avenue	AVE	Lane	LANE
Boulevard	BVD	Parade	PDE
Close	CL	Place	PL
Court	CT	Road	RD
Crescent	CRES	Square	SQ
Drive	DR	Street	ST
Esplanade	ESP	Terrace	TCE

#### **Corners**

- Corner addressing for either cross roads, or T intersections are NOT RECOMMENDED as it does not uniquely identify the delivery location. Where possible provide the actual street number and street name.
- Corners of more than two streets are NOT supported.

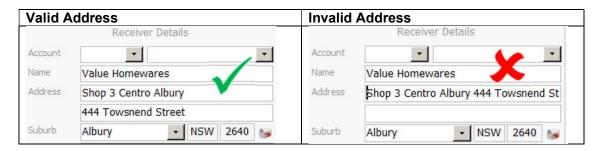
#### Suburb

 MUST be present and correct for the street, and postcode. Vanity suburb names are NOT RECOMMENDED.

#### **Postcode**

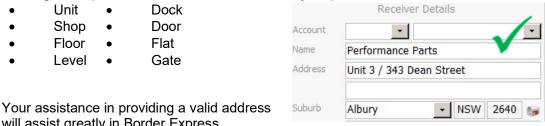
 MUST be valid for the delivery location. Not all assigned Postcodes are valid (e.g. Mail Centres (MC), Military Post Offices (Milpo).

## **Address Examples:**



## **Acceptable Variations:**

Building / Complex Sub Unit - Must be followed by a space and then the number:



Your assistance in providing a valid address will assist greatly in Border Express continuing to provide great service.

## **More Information:**

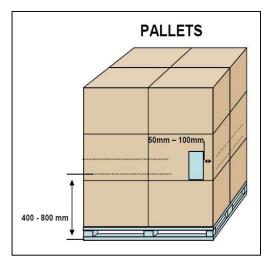
For more information on this subject, please contact the Border Express Integrations team via <a href="mailto:lntegrations@borderexpress.com.au">lntegrations@borderexpress.com.au</a>.

#### Label Specification

In order to provide a high level of service to our customers we require unique identifiers on each logistics unit. Customers should also include that barcode in their direct import file to ensure their freight is processed as efficiently as possible. GS1 standard labels are the preferred option, but customers can also use their own barcodes as long as they don't clash with other customers.

The rules for placing barcodes are:

- Label is upright (i.e. in a picket fence orientation)
- Each logistic unit should have two barcodes
- Barcodes should be kept away from any vertical edges so there is less likely to be accidentally damaged
- Placed 400-800mm from the ground (where possible) & 50-100mm in from the right hand side
- If customers have items with film-wrapped packages that have barcodes, and the filmwrapped package has a barcode then make every possible effort to obscure the barcode of the items within film-wrapped packages (e.g. if possible place the items so barcodes are facing inwards).



For more information on standard freight labelling guidelines, access can be requested via:

https://www.gs1au.org/resources/forms/request-to-access-australian-freight-labelling-guideline

If customers do not have suitable labels with unique identifiers for each logistic unit then arrangements can be made to produce appropriate labels from Border Express's website.



#### Integration Option Analysis Online Direct Integration Despatch Bex Lite Bex Multi Valume Less than \$5k per month Less than 20 items per day Greater than \$5k per month Greater than 20 items per day Data Entry Method Optional Manual Auto Import Label Printing Method Select From Multiple Printers **Default Label Printer** Carriers Single Carrier Multiple Carriers\ Despatch Location Optional Office Warehouse Optional Third Party Pickup System Features Optional Consignment Consolidation Optional Consignment Enquiry Receiver Database Reports Optional Return Consignment Function Optional Data Export Optional Email to Receivers Optional Pallet Control Networkable Optional **Dangerous Goods Despatch**

#### APPENDIX A: Sample files

#### SAMPLE 1: CSV file, basic details

```
H,OPT002,Sender Two,34 Casio St,,Corio,VIC,3214,Receiver One,456 Def St,,Liverpool,NSW,2170 L,1,Pallet,250,1.2,1.2,1 L,1,Pallet,147,1.2,1.2,1
```

#### SAMPLE 2: CSV file, with DG and barcoded freight

```
H,OPT003,Sender One,123 ABC St,,Richmond,VIC,3121,Receiver Three,89 Kennedy St,,Picnic Point,NSW,2213 L,1,Pallet,200,1.2,1.2,1 L,2,Pallet,450,1.2,1.2,1 DG,3338,REFRIGERANT GAS R 407A,2.2,I,Cylinder,4,20,Fred Smith,0212341234 I,OPT00301 I,OPT00302 I,OPT00303
```

#### \*XML NOTE\*

XML Files are not to contain the following prohibited characters as specified by the International XML standard:

```
& < > ' "
```

For more information, please refer to <a href="http://www.w3schools.com/xml/xml">http://www.w3schools.com/xml/xml</a> syntax.asp

#### SAMPLE 3: XML file, basic details

```
<Consignment>
 <ConsignmentNumber>OPT001</ConsignmentNumber>
 <ConsignmentDate>2013-08-08</ConsignmentDate>
 <SenderName>Sender One</SenderName>
 <SenderStreetAddress>123 This St</SenderStreetAddress>
 <SenderStreetAddress1 />
 <SenderSuburb>Albury</SenderSuburb>
 <SenderState>NSW</SenderState>
 <SenderPostcode>2640</SenderPostcode>
 <Pickup>Yes</Pickup>
 <Delivery>Yes</Delivery>
 <DangerousGoods>NO</DangerousGoods>
 <ReceiverName>Recevier One</ReceiverName>
 <ReceiverStreetAddress>5 Somewhere Rd</ReceiverStreetAddress>
 <ReceiverStreetAddress1 />
 <ReceiverSuburb>ROYAL PARK</ReceiverSuburb>
 <ReceiverState>SA</ReceiverState>
 <ReceiverPostcode>5014</ReceiverPostcode>
 <TotalWeight>193.2</TotalWeight>
 <LoadDetails>
  < ItemReference />
  <NumberOfUnits>2</NumberOfUnits>
  <LogisticUnit>CARTON</LogisticUnit>
  <Weight>193.2</Weight>
  <Length />
  <Width />
  <Heiaht/>
  <Cubic>1.456</Cubic>
 </LoadDetails>
</Consignment>
```

SAMPLE 4: XML file, with DG and barcoded freight

```
<Consignment>
```

- <ConsignmentNumber>OPT001</ConsignmentNumber>
- <ConsignmentDate>2013-08-08</ConsignmentDate>
- <SenderName>Sender One</SenderName>
- <SenderStreetAddress>123 This St</SenderStreetAddress>
- <SenderStreetAddress1 />
- <SenderSuburb>Albury</SenderSuburb>
- <SenderState>NSW</SenderState>
- <SenderPostcode>2640</SenderPostcode>
- <Pickup>Yes</Pickup>
- <Delivery>Yes</Delivery>
- <DangerousGoods>NO</DangerousGoods>
- <ReceiverName>Recevier One</ReceiverName>
- <ReceiverStreetAddress>5 Somewhere Rd</ReceiverStreetAddress>
- <ReceiverStreetAddress1 />
- <ReceiverSuburb>ROYAL PARK</ReceiverSuburb>
- <ReceiverState>SA</ReceiverState>
- <ReceiverPostcode>5014</ReceiverPostcode>
- <TotalWeight>193.2</TotalWeight>
- <LoadDetails>
- < ItemReference />
- <NumberOfUnits>1</NumberOfUnits>
- <LogisticUnit>CARTON</LogisticUnit>
- <Weight>93.2</Weight>
- <Length />
- <Width />
- <Height />
- <Cubic>0.956</Cubic>
- </LoadDetails>
- <LoadDetails>
- < ItemReference />
- <NumberOfUnits>1</NumberOfUnits>
- <LogisticUnit>CARTON</LogisticUnit>
- <Weight>100</Weight>
- <Length />
- <Width />
- <Height />
- <Cubic>0.456</Cubic>
- </LoadDetails>
- <DangerousGoodsValues>
- <ShippingName>REFRIGERANT GAS R 407A
- <Class>2.2</Class>
- <UNNo>3338</UNNo>
- <PackagingGroup>I</PackagingGroup>
- <TypeOfPackage>Cylinder</TypeOfPackage>
- <NoOfPackages>4</NoOfPackages>
- <AggregateQty>20</AggregateQty>
- <ContactName>Fred Smith</ContactName>
- <ContactPhone>0212341234</ContactPhone>
- </DangerousGoodsValues>
- <LogisticUnitDetails>
- <Barcode> OPT00101</ Barcode >
- <Barcode> OPT00102</ Barcode >
- </LogisticUnitDetails>
- </Consignment>