
**Trade data interchange — Trade data
elements directory**

*Échange de données dans le commerce — Répertoire d'éléments de
données commerciales*

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Trade Data Elements Directory (TDED)

**ISO 7372:2005
UNTDED 2005**

Vol. I - Data Elements

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 ISO 7372:2005

VOLUME II USER CODE LIST

Vol. II is the User Code list, part of UNCL (UN Code lists) of UN/EDIFACT directory
D.02A. Sample:

 * 3035 Party function code qualifier
 Desc: Code giving specific meaning to a party.
 Repr: an..3

[...]
 BY Buyer
 (3002) Party to whom merchandise and/or service is sold.

[...]
 -----]

VOLUME III COMPENDIUM OF TRADE FACILITATION RECOMMENDATIONS
--

This Compendium of UNECE Trade Facilitation Recommendations includes Class 3 **code lists** as for example:

UNECE Rec. #	ISO #	Name
3	3166	ISO Country Code for Representation of Names of Countries
5		Abbreviations of INCOTERMS
7	8601	Numerical Representation of Dates, Time and Periods of Time
9	4217	Alphabetic Code for the Representation of Currencies
16		LOCODE - Code for Ports and other Locations
17		PAYTERMS - Abbreviations for Terms of Payment
19		Codes for Modes of Transport
20	1000	Codes for Units of Measurement used in International Trade
21		Codes for Types of Cargo, Packages and Packaging Materials
23		Freight Cost Code – FCC
24		Trade and Transport Status Codes
28		Codes for Types of means of transport

Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International Organizations, governmental and non-governmental, in liaison with ISO, also take part in the work.

Attention is drawn to the possibility that some of the elements of this International Standard may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights.

International Standard ISO 7372 was prepared jointly with the United Nations Economic Commission for Europe (UNECE) and adopted by Technical Committee ISO/TC 154, *Processes, data elements and documents in commerce, industry and administration*, as the Trade Data Elements Directory (TDED); and is maintained by a joint ISO-UNECE Maintenance Agency (see section 2).

This third edition cancels and replaces the second edition (ISO 7372:1993).

This International Standard adopted by the technical committee has been circulated to the member bodies for voting and formally adopted by ISO and by the UN compliant to the procedures of each.

When producing this edition of the Trade Data Elements Directory, the Maintenance Agency has delivered a directory that is:

- supporting the UN Layout Key for Trade Documents (ISO6422) by registering data elements that can be conveyed in such documents
- fully consistent with the set of UN/EDIFACT directories supporting electronic data interchange, especially with the EDIFACT Data Element Directory (EDED) and the UN Codes Library (UNCL).
- multimodal (all means of transport); (uni)modal requirements are satisfied by using business terms or synonyms, and not by specific entries; multimodal requirements are satisfied by generic entries
- multisectoral (trade/transport/Customs/etc.)
- technology and syntax independent
- ebXML Core Components Technical Specification compliant, providing the core component dictionary entry name with 1) object class, 2) property term and 3) representation term, and support the Controlled Vocabulary with list of permissible words
- backward compatible wherever possible and allows a migration path from previous editions; when an element (a duplicate) has been marked for deletion a preferred element is recommended.

Achieving the last point was crucial to ensuring consistency among the directories and also with the data elements of other international organizations. Developments in international trade since the publication of the previous edition of the TDED in 1993 resulted in some incompatibility with other UN publications. This current revision of the TDED has

eliminated the inconsistencies and again secured the bi-directional references by the use of round and square brackets in the UN/EDIFACT UNCL code list, and similar notations in the TDED. Changes made in the TDED, for example the removal of duplicate data elements, are fully reflected in the EDIFACT Directories and Code Lists.

This approach should provide the framework that reduces the risk of divergence between the publications in the future.

The main resources used in this revision were: UN/EDIFACT D.02A edition, UN/CEFACT TBG3 (Transport), the International Maritime Organization (IMO), the World Customs Organization Customs Data Model Version 1 (2002), UNCTAD ASYCUDA and the joint UNeDocs SITPRO project team. In summer 2004, at the time of the finalisation of the draft for this new edition of TDED, the targets as listed above have been met within the framework of the resources and time available.

During the revision process, the Maintenance Agency has developed data element names which fully comply with the naming rules defined by ISO 11179, and required by the ebXML Core Components Technical Specification. The Maintenance Agency will submit these compliant data elements to UN/CEFACT for Core Component harmonization.

Throughout the production process the Maintenance Agency continually updated the revision drafts and performed numerous quality checks and public reviews.

Additionally, the Maintenance Agency reviewed and revised the procedures for submitting Data Maintenance Requests (DMRs). The MA recognized that its work must be as universal as possible; and consequently cooperated closely with the following bodies:

- UN/CEFACT Forum: TBG, ATG, ICG and their Regional Entry Points: UN/EDIFACT and XML DMR procedures
- UN/CEFACT Forum TMG : ebXML CCTS WG DMR procedures
- OASIS UBL TC DMR procedures
- ISO9735 JSWG Joint Syntax WG DMR procedures
- WCO Customs Data Model DMR procedures
- UNCTAD ASYCUDA DMR procedures
- As well as other Maintenance Agency members' DMR procedures as UIC for CIM, IATA for CIMP and IMO for FAL.

Management and registration of aggregates, composites and other combinations of single TDED entries are outside the scope of the Maintenance Agency; this work is the responsibility of standardization bodies such as JTC1/SC32 and UN/CEFACT TBG17 (Harmonization).

Last, but not least, all members of the Maintenance Agency kept clearly in mind that the best is the enemy of the good, and that some revisions and improvement to the TDED could have a significant migration cost for some users. To assist users in migration, explicit paths have been provided, especially for the deleted entries. Items in the previous version which were inconsistently tagged (e.g. wrong Group, or wrong even/uneven tag) have not been corrected, except when an explicit business requirement had been identified. In this way, the Maintenance Agency did its utmost to meet the needs of members and TDED users.

* * *

Section

1. INTRODUCTION

1.1. Scope, content and sources

The standard data elements included in this Directory are intended to facilitate an open interchange of data in international trade.

These standard data elements can be used with any method for data interchange on paper documents as well as with other means of data processing and communication: they can be selected for transmission one by one, or used within a particular system of interchange rules, e.g. the United Nations rules for Electronic Data Interchange for Administration, Commerce and Transport (UN/EDIFACT), developed within the UN/CEFACT of the United Nations Economic Commission for Europe (UNECE) and published as International Standard ISO9735.

This Directory has been compiled by the TDED Maintenance Agency (see Section 2 below), on the basis of the work within this UN/CEFACT, as well as work within other Maintenance Agency members as specially WCO and IMO. This edition has been adopted by Technical Committee ISO/TC 154 and the UN/CEFACT.

Volume I of the Directory constitutes International Standard **ISO 7372**. Annexes A, B, C and D of this International standard are for information only.

Volume II includes the **User Code List**. The preparation and maintenance of Vol. II is an activity of the UN/CEFACT.

Volume III is a Compendium of **Trade Facilitation Recommendations**. The preparation and maintenance of Vol. III is a joint activity of the UNECE and the UN Conference on trade and Development (UNCTAD), Special Programme for Trade Efficiency (SPTE).

The main **source** of this edition of TDED is the set of UN/EDIFACT directories **D.02A**:

- **Vol. I** has been built as a true **superset** of D.02A EDED = data elements
- **Vol. II** is a straight forward **subset** of D.02A UNCL = codes.

This third edition supersedes the second, 1993 edition of the TDED.

1.2. References

1.2.1. International Standards (1)

The following standards contain provisions, which, through reference in this text, constitute provisions of this International Standard. All standards are subject to revision, and parties to agreements based on this International Standard are encouraged to investigate the possibility of applying the most recent editions of the standards indicated below. Members of IEC and ISO maintain registers of currently valid International Standards.

Dates provided in the table below are based upon checking the ISO website 2004-09-08

ISO 216:1975	Writing paper and certain classes of printed matter - Trimmed sizes - A and B series
ISO 639-1:2002 ISO 639-2:1998	Codes for the representation of names of languages -- Part 1: Alpha-2 code -- Part 2: Alpha-3 code
ISO 1000:1992 and Amd 1:1998	SI units and recommendations for the use of their multiples and of certain other units
ISO/IEC 2382-1:1993	Information technology -- Vocabulary -- Part 1: Fundamental terms
ISO 2784:1974	Continuous forms used for information processing - Sizes and sprocket feed holes
ISO 2955:1983	Information processing - Representation of SI and other units for use in systems with limited character sets (Withdrawn)
ISO 3166-1:1997 ISO 3166-2:1998 ISO 3166-3:1999	Codes for the representation of names of countries and their subdivisions -- Part 1: Country codes -- Part 2: Country subdivision code -- Part 3: Code for formerly used names of countries
ISO 3535:1977	Forms design sheet and layout chart
ISO 4217:2001	Codes for the representation of currencies and funds
ISO 6346:1995	Freight containers - Coding, identification and marking
ISO 6422:1985	Layout Key for trade documents
ISO 8601:2004	Data elements and interchange formats - information interchange – representation of dates and times
ISO/IEC 8859-1:1998 ISO/IEC 8859-2:1999 ISO/IEC 8859-5:1999 ISO/IEC 8859-7:2003	Information processing - 8 bit single-byte coded graphic character sets- Part 1: Latin alphabet No. 1 Part 2: Latin alphabet No. 2 Part 5: Latin/Cyrillic alphabet Part 7: Latin/Greek alphabet
ISO 9735:2002-1/10	Electronic data interchange for administration, commerce and transport (EDIFACT) -- Application level syntax rules

(1) Available from the International Organization for Standardization (ISO), 1, Rue de Varembeé CH - 1211 Geneva 20

1.2.2. UN and UN/CEFACT Recommendations (2)

Recommendation No. 1	United Nations Layout Key for Trade Documents; reflected as ISO 6422:1985, 8439:1990 and 8440:1986 and Corr.1:2000
Recommendation No. 6	Aligned Invoice Layout Key for International Trade
Recommendation No. 8	Unique Identification Code Methodology – UNIC
Recommendation No. 11	Documentary Aspects of the International Transport of Dangerous Goods
Recommendation No. 12	Measures to Facilitate Maritime Transport Documents Procedures
Recommendation No. 15	Simpler Shipping Marks
Recommendation No. 22	Layout Key for Standard Consignment Instructions
Recommendation No. 25	Use of the United Nations Electronic Data Interchange for Administration, Commerce and Transport (UN/EDIFACT)

1.3. Definitions

For the purpose of this International Standard, the following definitions apply.

1.3.1. alphabetic character set: a character set that contains letters and may contain control characters, and special characters, but not digits (Source: ISO 2382/4).

1.3.2. alphanumeric character set: a character set that contains both letters and digits and may contain control characters, and special characters (Source: ISO 2382/4).

1.3.3. blank (Character): a character that represents an empty position in a graphic character string (Source: ISO 2382/4)

1.3.4. character: a member of a set of elements that is used for the representation, organization, or control of data (Source: ISO 2382/4).

1.3.5. character set: a finite set of different characters that is complete for a given purpose (Source: ISO 2382/4).

1.3.6. code: a collection of rules that maps the data elements of one set on to the elements of a second set (Source: ISO 2382/4).

1.3.7. data: a representation of facts, concepts or instructions in a formalized manner suitable for communication, interpretation or processing by human beings or by automatic means (Source: ISO 2382/1).

1.3.8. data element: a unit of data that in a certain context is considered indivisible (Source: ISO 2382/4). Unit of data described in a data element specification (Source: ISO 9735:2002)

(2) Available from the UN/ECE Trade Division, Palais des Nations CH-1211, Geneva 10 (Volume III of UNTDED)

1.3.9. data element tag: a unique identifier for a data element in a data elements directory (Source: ISO 9735:1988).

1.3.10. data element value: specific instance of a simple data element, represented as specified in a simple data element specification and, if the simple data element is coded, in a code list (Source: ISO 9735:2002).

1.3.11. data element value length: the number of characters in a data element value (Source: ECE).

1.3.12. digit (Numeric character): a graphic character that represents a non-negative integer (Source: ISO 2382/4).

1.3.13. letter: a graphic character that, when appearing alone or combined with others, is primarily used to represent a sound element of a spoken language (Source: ISO 2382/4).

1.3.14. numeric character set: a character set that contains digits and may contain control characters and special characters, but not letters (Source: ISO 2382/4).

1.3.15. special character: a graphic character that is not a letter, a digit, or blank character, and usually not an ideogram (Source: ISO 2382/4).

1.4. Abbreviations

The following acronyms or abbreviations are used for making reference to documents, conventions and interchange standards:

AWB	IATA Air Waybill
CIM	Rail Consignment Note (CIM Convention)
CIMP	IATA Cargo Interchange Message Procedures Manual (CARGO-IMP manual)
CMR	Road Consignment Note (CMR Convention)
EC	European Communities
EFTA	European Free Trade Association
IATA	International Air Transport Association
ICC	International Chamber of Commerce (ICC)
INV	United Nations Layout Key for Aligned Invoices
MAR	IMO Model forms and ICS Standard Bill of Lading
SAD	Single Administrative Document (EC and EFTA)
SWIFT	Society for Worldwide Interbank Financial Telecommunication
UNLK	United Nations Layout Key
UNSM	United Nations Standard Message (UN/EDIFACT)

1.5. Character sets

The characters in ISO 8859 shall be used for the representation of the data elements in this Directory.

1.6. Explanation of the contents of the Directory

In addition to this introduction, the Directory contains the following sections:

- Section 2 provides rules and procedures for maintenance.
- Section 3 reserved for future indexes
- Section 4 is the main part of the Directory and contains the complete list of standard data elements presented as described in 1.6 and 1.7 hereafter. In principle, each entry in this part should be self-contained and consultation of other parts of the Directory or outside sources should be required only exceptionally;

1.7. Presentation of data elements in the Directory

Each identified data element has been given:

- a) a data element name;
- b) a description of the concept to explain the agreed meaning and to aid in determining the content of the information (data value) to be provided with the data element;
- c) a specification of the character representation of the data value, with indication of space (in number of characters) available and location in aligned forms, and of field lengths where such have been established in particular interchange protocols;

and, when applicable or required:

- 1) notes providing additional information;
- 2) references to other parts of the Directory, or to other sources, as appropriate;
- 3) synonyms of data element names where such are widely used.

The values of a data element can either be expressed in plain language or in code, and it is recognized that there will be a need to refer to either of these versions, and sometimes to both.

1.8. Availability of the UNTDED and ISO 7372

- The UNTDED (Vol. I) can be obtained from the ECE/TRADE Division, Palais des Nations, CH-1211 Geneva 10 ,Fax: +41 22 9170037.
- ISO 7372 is available from ISO Central Secretariat, 1, Rue de Varembe, CH-1211 Geneva 20.

Section

2. MAINTENANCE OF THE TRADE DATA ELEMENTS DIRECTORY

Volume I of TDED is continuously updated, based on a review by the Maintenance Agency. Amendments and additions are subsequently incorporated in the Directory.

2.1. Introduction

A joint UNECE - ISO Maintenance Agency is entrusted with the maintenance of the Trade Data Elements Directory (**TDED**), also known as the United Nations Trade Data Elements Directory (**UNTDDED**) and as the International Standard **ISO 7372**, in order to keep UNTDED/ISO7372 up to date to meet changing or new requirements in trade. The membership and procedures of the MA, as set out below, have been designed to reflect the dual nature of the TDED as an intergovernmental recommendation and a non-governmental ISO International Standard.

The ISO Council, in accordance with the provisions of Annex 1G of the Directives for the technical work of ISO, has designated an ISO 7372 Maintenance Agency (**ISO 7372/MA**). The ISO 7372/MA together with the maintenance function set up by the UNECE WP.4 Working Party on Facilitation of International Trade Procedures (now UNECE CEFAC), jointly constitute the TDED Maintenance Agency, hereafter referred to as MA.

2.2. Role of the Maintenance Agency

The MA, as authorized by the UNECE WP.4 and by the ISO Council, is entrusted with the following functions:

- a) To add to or to eliminate data elements from TDED and to assign numeric identifiers (tags) in accordance with the rules provided in Section 5 of TDED;
- b) To inform interested parties appropriately of such changes, etc.;
- c) To prepare periodically and disseminate amendment sheets to users in order to allow proper up-dating of TDED;
- d) To establish as required, in the normal course of work, additional rules for the practical application of the principles for:
 - selecting data elements and assigning them a name and a numeric identifier (tag);
 - grouping data elements into broad categories;
 - the presentation of standard data elements and their use for international trade information interchange.

2.3. Membership

The secretariat of UNECE and the ISO Central Secretariat participate ex officio in the MA, whose membership - besides the UNECE WP4 Working Party on Facilitation of International

Trade Procedures, now UN/CEFACT, its Forum and empowered groups - is composed of inter-governmental and non-governmental bodies and of representatives of ISO national Member Bodies, of ISO TCs (Technical Committees) and ISO/IEC JTC1 SCs (Sub-Committees) concerned, as set out below, each being entitled to appoint one official participant (head of delegation).

2.3.1. Inter-governmental and non-governmental bodies

The following inter-governmental and non-governmental bodies have requested to be associated with the maintenance work:

- CCC *Customs Cooperation Council: use WCO*
- CIT International Railway Transport Committee
- FIATA International Federation of Freight Forwarders Associations
- IATA International Air Transport Association
- ICC International Chamber of Commerce
- ICS International Chamber of Shipping
- IMO International Maritime Organization
- IRU International Road Transport Union
- OASIS Organization for the Advancement of Structured Information Standards
[UBL TC Universal Business Language Technical Committee]
- UIC International Union of Railways
- UN/CEFACT UNECE (Economic Commission for Europe) Centre for Trade Facilitation and Electronic Business
- UNCTAD United Nations Conference on Trade and Development
- UPU Universal Postal Union
- WCO World Customs Organization, established as CCC

2.3.2. International Organization for Standardization

The membership of the ISO 7372/MA shall be open to one official representative (head of delegation) from each of the ISO Member bodies being ISO/TC154 P members

and the following technical bodies:

- ISO/TC37 Terminology and other language resources
- ISO/TC46 Information and documentation
- ISO/TC68 Financial services
- ISO/TC154 Processes, data elements and documents in commerce, industry and administration
- ISO/TC184 Industrial automation systems and integration
- ISO/TC204 Intelligent transport systems
- ISO/TC215 Health informatics
- ISO/IEC JTC1/SC31 Automatic identification and data capture techniques
- ISO/IEC JTC1/SC32 Data management and interchange

2.3.3. Associate members

At the proposal of MA, other international organizations may be invited to become associate members of the MA and to appoint a representative.