C.S.V FILES IMPORT

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Updates

Version	Date	Comment
V-2	07 June 2011	Update
V-2.2	01 August 2011	Reviewed list and corrections
V-3	05 November 2012	Points Relais Segmentation
V-3.1	20 July 2015	Update
V-3.2	20 October 2017	Update
V-3.3	July 2022	Update
V-3.4	February 2023	Enf of COD
V-3.5	September 2023	Enf of DRI – change of Home
V-3.6	June 2024	Quantity limits

CONTENTS

Introduction 4
Terms 5
CSV 5
Regular expressions 5
Delivery and collection modes 5
ISO standard 5
File specifications 6
Quantity limits 6
Field number and separation 6
Data format 6
Utility of the end user's address for Point Relais® delivery 6
File content 7
Use 11
Error handling 13

Introduction

This document describes the CSV file implementation in view to create shipments and get PDF labels using the Mondial Relay's extranet tool "Connect".

The CSV (Comma-Separated Values) is a IT format with tab data usually separated by commas. This format has never had a formal specification. However, the RFC 4180 describes the most common use and establishes its type MIME « test/csv », registered at IANA.

The CSV file is a text file (not binary). Each line corresponds to a line in the table and the cells from a same line are separated by a comma.

A line is a series of data ending by a final character (line break – CRLF), not obligatory for the last line.

For further information, you can consult: http://fr.wikipedia.org/wiki/Comma-separated_values

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Terms

CSV

The term « CSV » represents a format enabling a semi-automatic or automatic data transfer between applications and various systems. It is a file having a series of data which is separated by specific character such as coma, semi column or tab, to be read by a machine.

A manual action may be neccessary for the file transfer.

Regular expressions

A regular expression is a character strings.

The regular expressions are used today by IT people in publishing and text control as well as in formal language usage which are part of the IT languages.

Delivery and collection modes

For more information about collection and delivery modes CCC, REL, 24R, etc …, please refer to the document “The It Solution that meets your needs” and to your Mondial Relay’s sales contact.

ISO standard

The document refers to two ISO standards in order to identify countries and languages.

The reference standard for the country codes is ISO 3166-1. Only the code « alpha-2 » from this standard is used by par Mondial Relay.

For further information, please consult the following : *http://fr.wikipedia.org/wiki/ISO_3166-1*

The reference standard for the language codes is ISO 639-1.

For further information, please consult the following:
http://fr.wikipedia.org/wiki/Liste_des_codes_ISO_639-1

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NB : We manage Monaco with the FR ISO Country Code.

File specifications

Quantity limits

A file cannot contain over 500 shipments. Each shipment is recorded on a single line.

Field number and separation

The data separation is the semicolon «; ». All zones must be present even if the data is optional, in case of an optional zone, the zone can be empty but must be present. The number of semicolons must be equal to the total zone number mines one i.e. 43 semicolons for 44 zones.

Data format

Data doesn’t have text separation, so, quotation marks or apostrophes are not allowed.

The symbol used for the separations (the semicolon) cannot be used in the data.

Unless otherwise stated, the data must be in capital letters.

Unless otherwise stated, accents are not allowed, in some cases the existing accents are automatically substituted or deleted.

Utility of the end user’s address for Point Relais® delivery

For most deliveries, the end user's address is not used for Point Relais® delivery.

However, if the email and the cell phone information are not valid to notify the end user, the home addresse can be used if complete for notification by post.

Furthermore, in case of homonymy or identity verification when parcel is being picked up at Point Relais®, the end user's address verification is a necessary security control.

File content

#	Parameter	Facultative (F) Obligatory (0)	Format
A	**Consignee N°**	F	9 characters ^(|[0-9A-Z]{0,9})$
	Open data. Consignee reference (consignee n°). This information can be usefull to carry out a search.		
B	**Merchant shipment reference**	F	15 characters ^(|[0-9A-Z_ -]{0,15})$
	Open data. Merchant's invoice n° for example.This information can be usefull to carry out a search.		
C	**Consignee address (Last name First name)**	O	32 characters ^[0-9A-Z_\-'., /]{2,32}$ Status : ^(MR|M.|M|MME|MLE|MLLE)$
	In the right order : STATUS LAST NAME FIRST NAME The status is optional.		
D	**Consignee address (other name information)**	F	32 characters ^[0-9A-Z_\-'., /]{0,32}$
E	**Consignee address (bulding or road)**	O	32 characters ^[0-9A-Z_\-'., /]{2,32}$
F	**Consignee address (extra address information)**	F	32 characters ^[0-9A-Z_\-'., /]{0,32}$
G	**Consignee's city**	O	25 characters ^[A-Z_\-']{2,25}$
H	**Consignee's zipcode**	O	Format according to country, for France : 5 digits ^[0-9]{5}$
I	**Consignee's country**		2 characters ISO code, for France : FR

#	Parameter	Facultative (F) Obligatory (0)	Format
			^[A-Z]{2}$
J	**Phone 1**	F/O	Format according to country, for France : 13 digital characters ^((00|\+)33|0)[0-9][0-9]{8}$
	House phone n°		
K	**Phone 2**	F	Format according to country, for France : 13 digital characters ^((00|\+)33|0)[0-9][0-9]{8}$
	Cell phone n°		
L	**Email address**	F	70 characters Format e-mail RFC2822 ^[\w\-\.\@_]{0,70}$
M	**Collection Type**	O	Defined list of values ^(R|D|A)$
	« R » for « Point Relais »; « D » for « Home »; « A » for « Agency » For the great majority, the choice « Agency » is selected.		
N	**ID Collection at Point Relais**	F/O	6 digital characters ^(|[0-9]{6})$
	Obligatory for Point Relais collection		
O	**Country code collection**	F/O	2 characters ISO code, for France : FR ^[A-Z]{2}$
	Obligatory for Point Relais collection		
P	**Type of deliveries**	O	Defined list of values ^(R|D)$
	« R » for « Relais »; « D » for « Domicile »		
Q	**ID Relais of delivery**	F/O	6 digital characters

#	Parameter	Facultative (F) Obligatory (0)	Format
	Obligatory for a delivery		^(|[0-9]{6})$
R	**Country code of delivery**	F/O	2 fix characters
	Obligatory for a Point Relais delivery		ISO code, for France : FR ^[A-Z]{2}$
S	**Mode of deliveries**	O	Defined list of values
			^(24R|24L)$
T	**Language code of consignee**	F	2 fix characters
			ISO code, for french : FR ^[A-Z]{2}$
U	**Number of parcels**		2 digital characters
	Number of parcels in shipment		^[0-9]{1,2}$
V	**Weight**	O	7 digital characters
	Weight in grammes		^[0-9]{3,7}$
W	**Length**	F	3 digital characters
	Developped length in cm		^[0-9]{0,3}$
X	**Volume**	F	8 digital characters
	Volume in cubic cm		^[0-9]{0,8}$
Y	**Value of shipment**	F	7 digital characters
	In cents in currency		^[0-9]{1,7}$
Z	**Currency of shipment value**	F	Defined list of values
	« EUR » by default.		^(|EUR)$
AA	**Insurances**	F	1 character
	Insurance level « 0 » by default.		^(|[0-9A-Z]{1})$

#	Parameter	Facultative (F) Obligatory (0)	Format
	Please contact Mondial Relay to know the available insurance levels.		
AB	**COD amount (Cash on Delivery)**	F	7 digital characters The COD no longer exists, if the value is entered it must be "0" ^[0-9]{1,7}$
	In cents in currency		
AC	**COD currency**	F	Defined list of values ^(|EUR)$
	« EUR » by default		
AD	**Delivery information**	F	31 characters ^[0-9A-Z_\-'., /]{0,30}
AE	**Notification**	F	Defined list of values ^(|0|1)$
	Notification request for this shipment. « 1 » for « Yes »; « 0 » for « No »; « 0 » by default.		
AF	**Home collection**	F	Defined list of values ^(|0|1)$
	« 1 » for « Yes »; « 0 » for « No »; « 0 » by default		
AG	**Assembly time**	F	3 digital characters ^(|[0-9]{1,3})$
	Assembly time « 0 » by default.		
AH	**Delivery appointment**	F	Defined list of values ^(|0|1)$
	Request of delivery appointment. « 1 » for « Yes »; « 0 » for « No »; « 0 » by default. Caution : the Mondial Relay rules need a detail request. Please do not use the parameter and leave it blank..		
AI	**Article 01**	F/O	30 characters

#	Parameter	Facultative (F) Obligatory (0)	Format
			^[^<>&']{3,30}$
AJ	**Article 02**	F	30 characters
			^[^<>&']{0,30}$
AK	**Article 03**	F	30 characters
			^[^<>&']{0,30}$
AL	**Article 04**	F	30 characters
			^[^<>&']{0,30}$
AM	**Article 05**	F	30 characters
			^[^<>&']{0,30}$
AN	**Article 06**	F	30 characters
			^[^<>&']{0,30}$
AO	**Article 07**	F	30 characters
			^[^<>&']{0,30}$
AP	**Article 08**	F	30 characters
			^[^<>&']{0,30}$
AQ	**Article**	F	30 characters
			^[^<>&']{0,30}$
AR	**Article 10**	F	30 characters
			^[^<>&']{0,30}$

Use

CSV files have to be uploaded in the “Connect” tool. Then you’ll be able to download PDF labels into 3 different formats (10x15, A4 and A5). Moreover, you can download the « CSV_Back.csv » file.

This file contains the lines from your CSV file. And at the beginning of each line a field is added. This field contains the shipment number generated while the upload.

So, you can link the shipment in your own system with this shipment number. Note that this shipment number is also the tracking number.

For more information about Connect, please refer the user documentation available in “Connect”.

Error handling

If you upload an incorrect file, wrong fields will be red over-lined. Then, the error detail will be given in a tooltip.