



SMB EDI Validation & Monitoring Checklist

*Prevent Chargebacks, Failed Transactions, and Costly EDI Errors
Before They Impact Your Business*

1. Incoming EDI Data Validation

Purchase Orders (850)

- Validate customer account numbers
- Validate SKU and UPC accuracy
- Validate pricing and discounts
- Validate ship-to and bill-to locations
- Validate required dates (ship date, cancel date, delivery date)
- Validate mandatory EDI segments and loops
- Flag duplicate purchase orders
- Validate unit of measure consistency

2. Outgoing EDI Data Validation

A. ASN (EDI 856)

- Validate carton structure and hierarchy
- Validate tracking numbers
- Validate carrier and ship via information
- Validate quantities and package counts

- Validate shipment timing before carrier pickup
- Validate retailer-specific ASN requirements
- ⚠ Most retailer chargebacks happen here

B. Invoices (EDI 810)

- Validate invoice totals
- Validate taxes and discounts
- Validate pricing against PO
- Validate shipment references
- Validate invoice dates and payment terms

C. Functional Acknowledgments (EDI 997)

- Confirm all outbound documents receive acknowledgments
- Alert on missing 997s
- Track rejected acknowledgments
- Monitor transaction acceptance status

3. ERP / WMS / TMS Integration Validation

- Validate ERP field mappings
- Validate warehouse data flow
- Validate inventory synchronization
- Validate shipment status updates
- Validate order-to-cash workflow automation
- Validate API, CSV, XML, or flat file processing

4. Trading Partner Compliance Validation

- Validate retailer-specific requirements
- Validate communication methods (AS2, SFTP, VAN)
- Validate EDI version compatibility
- Validate retailer routing guide compliance
- Validate labeling and packaging requirements
- Validate testing certification requirements

5. Real-Time Monitoring & Alerts

- Real-time invoice transmission alerts
- Failed transaction alerts
- Communication failure alerts
- Missing acknowledgment alerts
- ASN failure notifications
- Integration failure notifications
- API timeout or throttling alerts
- Duplicate document detection alerts

6. Operational Monitoring

- Daily EDI transaction review process
- Monitor failed orders and exceptions
- Monitor delayed invoice processing
- Monitor retailer compliance scorecards
- Monitor chargeback trends
- Review recurring data quality issues

7. System & Infrastructure Monitoring

- Monitor AS2 certificate expiration dates
- Monitor server uptime and connectivity
- Monitor Java/runtime dependencies
- Monitor software updates affecting EDI
- Monitor backup and disaster recovery processes

8. Error Handling & Escalation

- Define internal EDI ownership
- Define escalation procedures
- Define retailer communication workflows
- Document recurring issues and resolutions
- Establish response SLAs for failures

9. EDI Provider Evaluation

- Does your provider proactively monitor transactions?
- Does your provider alert you before retailers do?
- Does your provider assist with troubleshooting?
- Does your provider support real-time visibility?
- Does your provider explain errors clearly?
- Does your provider support your ERP/WMS/TMS?

10. Scalability Readiness

- Can your system support new trading partners quickly?
- Can your workflows scale during seasonal spikes?
- Can your provider support international EDI standards?
- Can your monitoring scale with transaction growth?

Final Readiness Check

If you answer “No” to several of these areas:

You may be at risk for:

- Chargebacks
- Delayed payments
- Failed retailer onboarding
- Inventory issues
- Operational bottlenecks
- Customer dissatisfaction

Recommended Next Step

[Book a 30-Min EDI Workflow Review](#) →

Get expert guidance on:

- EDI validations
- Monitoring gaps
- Retailer compliance risks
- Integration bottlenecks
- Operational scalability