

PRODUCT & PRICE INFORMATION FORMAT Compliance Checklist

The following outlines a checklist for manufacturers as they create and transmit updates files in the Product & Price Information Format (PPIF). For additional detail, see Using the PPIF. For assistance, contact Pete Alles at NFPA (414-778-3350; palles@nfpa.com).

- General:
 - ⊙ PPIF contact identified and information included
 - ⊙ Directions on file extraction, renaming or other necessary manipulation included
 - ⊙ Separate transmission for each currency
- Transmission includes:
 - ⊙ Read Me file
 - ⊙ Standard Product Header Record and Standard Product Information Database Records
 - ⊙ Price Break Header Record and Price Break Records (if applicable)
- Read Me:
 - ⊙ Format: Microsoft® Word (preferred) or ASCII tab-delimited (acceptable)
 - ⊙ Required: (1) Vendor name and (2) PPIF version used
- Header Record:
 - ⊙ Format: ASCII tab-delimited
 - ⊙ Fields: Includes Field 1 through 8, populated with all available data
 - ⊙ Required: Field 1 (Supplier Run Date), Field 2 (Vendor Name) and Field 6 (Effective Date) are populated or explained in the Read Me
- Standard Product Records:
 - ⊙ Format: ASCII tab-delimited
 - ⊙ Fields: Includes Field 1 through Field 63, populated with all available data
 - ⊙ Required: Field 1 (UPC Number), Field 2 (Catalog or Item Number), Field 5 (Special Net Invoice Price) and Field 7 (Published Distributor Price) are populated or explained in the Read Me
 - ⊙ Data:
 - ⊙ Null character (tab tab) indicates data not provided
 - ⊙ No symbols or special characters (including but not limited to @, #, \$, &, *, ©, ®, ™, ", +, -)
 - ⊙ Physical decimal points included in numeric fields that require them
- Price Break Records:
 - ⊙ Format: ASCII tab-delimited
 - ⊙ Include Field 1 through Field 20, populated with all available data
 - ⊙ Required: Field 1 (UPC Number), Field 2 (Catalog or Item Number), Field 4 (Special Net Invoice Price), Field 6 (Published Distributor Price), Field 13 (Type) and Field 14 (Quantity Threshold) are populated or explained in the Read Me
 - ⊙ Data:
 - ⊙ Null character (tab tab) indicates data not provided
 - ⊙ No symbols or special characters (including but not limited to @, #, \$, &, *, ©, ®, ™, ", +, -)
 - ⊙ Physical decimal points included in numeric fields that require them