

Introduction

This document was created in response to the GDSN community's request for clarification regarding Work Groups formed outside of the purview of GS1. GS1 and GDSN acknowledge and encourage the formation of industry work groups. Due to the increasing number of business requirements, it is not feasible for GS1 to assign resources to these prior to the submission of a Change Request (CR).

The following provides recommended steps and outlines critical success factors for Work Groups to follow to submit requests and secure resources in an efficient manner. These guidelines support the GDSN Roadmap philosophy which is endorsed and approved by the GDSN Board.

Critical Success Factors

The work group must have a Champion to:

- lead the initial work group activities outlined above
- submit the CR (Change Request), and
- follow the CR through to the completion of the standard and any associated pilot or certification testing.

It is highly encouraged that the industry / community members join the GSMP/ GDSN BRG (Business Requirements Group) to ensure that their business requirements are represented when the CR is discussed in a global forum.

To join the GSMP / GDSN BRG: <http://www.gs1.org/services/gsmg/involve/index.html>

Work group must own and resolve Best Practice policies outside the standards process.

Standards development requirements must be met throughout the standards development process. If a CR does not maintain adequate support of recipient users, source users, and Data Pools throughout the standards development process, the request will be closed. These requirements can be found at <http://www.gs1.org/services/gsmg/support>

Data Pools should be involved to ensure the needs of their customers are met.

Recommended Work Group Activities in order (prior to engaging GS1 / GDSN):

- Define business need
- Map current process(s)
- Identify data requirements
- Perform gap analysis (against current standard or processes)
- Define business requirement need fulfilled by a global standard
- GS1 Business Case Document (BCD) http://eroom.uncouncil.org/eRoom/facility/AllGDSNeRooms/0_58597 can be used to guide the above activities and may be required should this later be deemed a Complex CR (see reference below)

** Do not define solutions, but focus on clear and concise requirements

GS1 / GDSN Request submission Steps

Once business requirements are defined as outlined above, submit requirements by entering a Change Request (CR): <http://www.gs1.org/services/gsmg/support/cr.html>

Once a Change Request is submitted, GSMP and GDSN resources will be assigned to evaluate and determine the initial scope.

If the solution is deemed a Simple Change, then the following occurs:

- CR is added to the BRG queue for discussion
- Solution/Requirement is developed and approved
- GDSN, Inc. assigns the functionality to a release cycle
- Pilot/Certification occurs if necessary
- The simple CR gets ratified as part of the standard
- The release gets put into the production environment

If the CR is deemed a Complex Change, then the following occurs:

- CR is placed in queue with other Complex CRs for the annual prioritization event. Complex CRs are considered for inclusion in the GDSN development plan, but not guaranteed.
- The following Annual Prioritization process is followed to guide the GDSN Development plan creation:
 - o The GDSN User Group votes on the CRs
 - o The GDSN, Inc. Architecture Committee performs an impact analysis
 - o GDSN, Inc. applies Business/Strategy filters
 - o GDSN, Inc. creates development plan for Board approval
 - o Business Case Document (BCD) Team is formed for each approved CR
 - o Standards are developed
 - o Business Solution Document (BSD) is submitted to the release team
 - o GDSN, Inc. assigns the functionality to a release cycle
 - o Pilot/Certification occur if necessary
 - o The CR gets ratified as part of the standard
 - o The release gets deployed into the GDSN production environment

Some points of clarification:

- GDSN, Inc. drives the definition and establishment of GDSN global standards (e.g. attribute validation rules). These standards define what can be considered to be within and what is considered outside the GDSN.
- Sending and synchronising “GDSN standard” data or any activity that falls within the criteria for data pool certification is considered standard GDSN activity.
- Any other functionality beyond the GDSN standard, that involves ‘additional value added’ services, constitutes a business decision between the data pool and the trading partner, or between data pools outside of the GDSN.

Questions regarding these guidelines should be directed to GDSNInc@gs1gdsn.org