



Global Data Synchronisation Network

User Group Charter



GDSN USER GROUP CHARTER AND MEMBERSHIP CRITERIA.....	3
GDSN USER GROUP CHARTER AND MEMBERSHIP CRITERIA.....	3
GDSN USER GROUP OBJECTIVE.....	3
MISSION.....	3
USER GROUP ORGANIZATION STRUCTURE.....	3
GDSN GAINS VALUABLE SUPPORT THROUGH ITS MEMBERS AND THOSE IN PARTICULAR WHO ACTIVELY PARTICIPATE IN THE ENHANCEMENT PROCESS FOR THE CAPABILITIES, FUNCTIONALITY, AND USABILITY OF GDSN. TO SUPPORT THE MISSION OF THE GDSN USER GROUP, A GDSN ADVISORY GROUP IS ESTABLISHED PROVIDING LEADERSHIP TO THE GDSN MANAGEMENT TEAM AND THE GDSN USER GROUP.	3
MEMBERSHIP CRITERIA	4
GDSN ADVISORY GROUP	4
VOTING MEMBERSHIP STRUCTURE	5
ADVISORY GROUP.....	5
USER GROUP:	5
VOTING MEMBER QUALIFICATIONS	6
VOTING PRIVILEGES	6
PARTICIPATION.....	6
CALL SEQUENCE AND PHYSICAL MEETINGS	6
ADVISORY GROUP:	6
USER GROUP:	6
ROLES AND RESPONSIBILITIES	7
• <i>GDSN Board.....</i>	<i>7</i>
• <i>Advisory Group</i>	<i>7</i>
• <i>User Group.....</i>	<i>7</i>
• <i>User Group Project Teams.....</i>	<i>7</i>
• <i>GSMP GDSN BRG and Work Groups.....</i>	<i>7</i>
• <i>GDSN Architecture Committee.....</i>	<i>8</i>
COMPARISON OF USER GROUP AND BUSINESS REQUIREMENTS GROUP (BRG) ROLES AND RESPONSIBILITIES...	9
GS1 STANDARDS DELIVERY PROCESS: HIGH LEVEL DEFINITION.....	9
PROJECT TEAMS WITHIN THE GDSN USER GROUP	10
GDSN COMPLIANT PRODUCTION CONNECTIONS DEFINITION	10
Summary.....	10
Definition.....	11
GDSN USER GROUP VOTING POSITION CANDIDATE PROFILE FORM	12



GDSN User Group Charter and Membership Criteria

The user GDSN Group Charter and membership will be reviewed annually or as deemed necessary by GDSN, Inc. to ensure it stays current with business and process changes.

GDSN User Group Objective

- Identify required functionality (standards based and network) ,through complex change requests that are part of the prioritization process, required to enhance and increase utilization of the GDSN
- Implementation of GDSN standards for data synchronization globally
- Ensure equitable representation from all regions and groups
- Ensure globalisation – get the “developing regions” involved in the design of the future of GDSN
- Support increase adoption
- Sharing best practices

Mission

The GDSN User Group's mission is to identify industry business needs, define high-level business requirements and provide input to the prioritisation of GDSN functionality.

The GDSN User Group provides a forum to accelerate the implementation of GDSN globally. GDSN, Inc. will work with the User Group in the performance of the following duties:

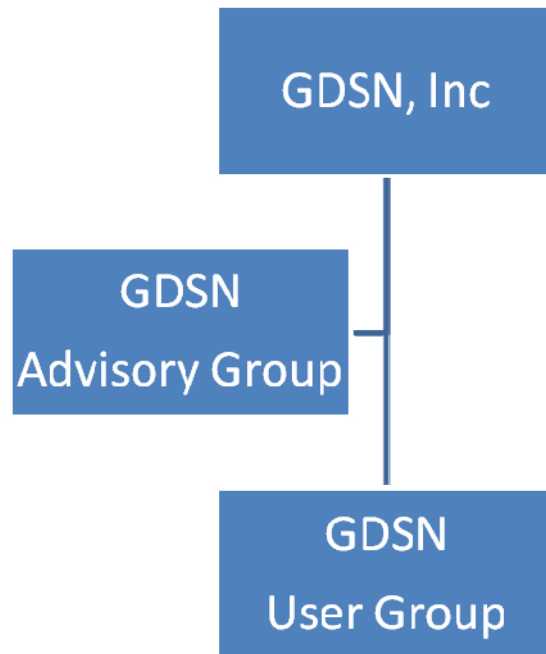
- Identification of business processes the GDSN can improve and automate
- Identification of a user Champion and necessary project team members
- Identification of committed pilot participants
- Delivery of the Business Case Document (BCD)

User Group Organization Structure

GDSN gains valuable support through its members and those in particular who actively participate in the enhancement process for the capabilities, functionality, and usability of GDSN. To support the mission of the GDSN User Group, a GDSN Advisory Group is established providing leadership to the GDSN management team and the GDSN User Group.



GDSN User Group Organization Structure



Membership Criteria

Participation in the GDSN User Group is open to everyone. Membership in the User Group and the Advisory Group must meet the following criteria:

- Trading Partners must have GDSN Compliant Production Connections as defined in the GDSN Compliant Production Connections Definition section of this document.
- Data Pools must be members in good standing, which includes compliance with the following criteria:
 - Must be in compliance with the Certification Criteria policy
 - Must be current with the financial requirements
 - Must meet their Contractual obligations – reference GRALA
- Member Organizations (MO) **not operating** a GDSN data pool are eligible to become members as members of GS1
- Emerging industry and geographic markets will be represented by the MOs, data pools and GDSN, Inc. as a steward of the process and the GS1 Strategic Plan
- Trade Associations that are in good standing with an MO.

GDSN Advisory Group

- The GDSN Advisory Group provides valuable input and guidance to the GDSN, Inc. management team. Advisory Group members are nominated and elected by



the voting members of the User Group. Members of the GDSN Advisory Group must have an employee of their organisation be a voting member of the GDSN User Group. The Advisory Group is not a voting body.

Voting Membership Structure

Advisory Group

- 11 Members Total
 - 6 Trading Partners
 - 3 retailers and 3 suppliers, or at a minimum 2 from one category and the balance from the other
 - 5 GDSN Certified Data Pools / GS1 Member Organisation
- Each organisation is granted 1 member position
- Advisory Group members are nominated by the User Group and BRG
- Advisory Group members are elected by the voting members of the User Group
- The Advisory Group is managed by GDSN, Inc.
- Members of the GDSN Advisory Group must be:
 - Employed by a trading partner, member organisation, association, or certified data pool. The trading partner, member organization, association or certified data pool must have an eligible voting member.
 - Be an active participant of the User Group (i.e. participation in work groups, attend physical meetings).
- GDSN Advisory Group members serve a 2 year term
 - No consecutive terms
 - Any Advisory Group member previously serving a 2 year term is eligible a year after serving their prior 2 year term.
- Elections happen annually for a split of the advisory group (5 or 6 members)
- For members that are unable to fulfil the commitment an alternate will be used to serve out the rest of the term. The alternate would be determined as the nominee with next highest vote as determined at each annual vote for each category.

User Group:

- The GDSN User Group voting membership consists of the following positions. These positions will be filled as follows:
 - 50 voting positions for multi-national Trading Partners
 - 50 voting positions from the staff of GS1 Member Organisations (MO) not operating a data pool and non-multi-national Trading Partners
 - All currently certified Data Pools in good standing with GDSN, Inc., get a voting position (this number will change depending upon the number of currently certified Data Pools).



- Each MO operating a certified Data Pool is granted ONLY one voting position and is counted as a SINGLE certified Data Pool vote.
- Each organisation is granted ONLY one voting position in the User Group.
- Voting members will serve a 2 year term from date of election
- Membership is for the individual. The company cannot re-appoint a replacement rather they can be nominated and are elected via a User Group vote. Certified Data Pools are exempt from this rule
- If there are fewer nominees than open positions in a specific category, all nominees become voting members, as long as they meet the requirements as listed with this charter.
- New members are elected by the User Group voting members after the User Group reaches capacity

Voting Member Qualifications

Application for the GDSN User Group voting membership is open to the following:

- Employees of trading partners who are members of GS1 Member Organisations
- GDSN Certified Data Pools
- GS1 Member Organisations
- Trade Associations that are in good standing with a GS1 MO.

Further these organisations are committed to implement GDSN and leverage the GS1 Global Registry® for data synchronisation activities.

Voting Privileges

- Wherever possible the GDSN User Group shall follow the GSMP voting process and procedure to ensure consistency.
- Voting Privileges are granted as long as the individual and organisation meet the membership criteria

Participation

Participation in the GDSN User Group is open to members employed by GS1 GO, a GS1 MO or a member company in good standing of a GS1 MO.

Call Sequence and Physical Meetings

Advisory Group:

- Calls will take place every two weeks
- Calendar meeting invitations will be sent to the members of the group

User Group:

- Calls will take place as determined by the Advisory Group but may occur as frequently as every six weeks.
- Advisory Group will publish calendar or schedule of calls 1 -2 times a year
- Calendar meeting invitations will be sent to the members of the group

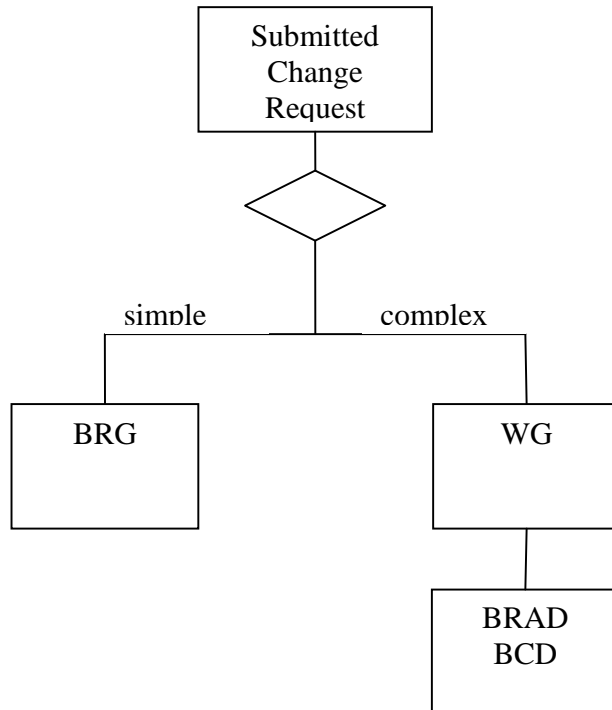


- Physical meetings may be aligned with GS1 standard meetings or called when necessary.*

* does not exclude work groups from meeting as agreed upon by that group

Roles and Responsibilities

- **GDSN Board**
 - The GDSN Board of Directors was established by GS1 to ensure that the GDSN meets the business needs of the user community. It includes representation from trading partners, GS1 Member Organisations and certified data pools.
 - The Board sets the overall strategic direction in support of the mission and vision of the Global Data Synchronisation Network.
 - The Board approves annual release cycle (Approved Development Roadmap)
 - The Board approves budget for Development Roadmap
- **Advisory Group**
 - Advisory role to the User Group project teams
 - Ensure continuity across GDSN and GSMP process
 - Review GDSN and User Group team proposals
 - Assist in formation of User Group project teams
 - Provide direction to GSMP GDSN Task Group (BRG)
 - Process and methodology improvements
 - Review Physical meeting objectives and agendas
- **User Group**
 - Elect User Group nominees
 - Help determine annual release plan
 - Add projects for Prioritization
 - Vote on project priorities
 - Elect Advisory Group members
- **User Group Project Teams**
 - Ensure the Business Case Document (BCD) adequately represents the project's business needs
Note: Project team members can follow the project into the GSMP phase of the process
 - Test solution via an application based pilot. Joint responsibility with GSMP GDSN BRG
- **GSMP GDSN BRG and Work Groups**
 - Approve that Standards meet the business needs per BCD
 - Test solution via an application based pilot. Joint responsibility with the User Group Project Team
 - BRG works on simple Change Requests
 - Work Groups are formed to work on complex Change Requests



- GDSN Architecture Committee
 - GDSN Technical Operations
 - Impact Analysis of prioritization projects
 - Provide input into what functionality is part of Certification Event
 - Recommend deployment dates
 - Open to all participants of GDSN



Comparison of User Group and Business Requirements Group (BRG) Roles and Responsibilities

- Distinguish between the development of Business needs and Standards development
- Make it easier for users to get involved, globally

GDSN User Group

- Who
 - Business process experts
- What
 - Provide input to the Development Priorities (Roadmap)
 - Develop business need

GSMP BRG

- Who
 - Standards and technology experts
- What
 - Development of standards to fit the business needs as identified by the User Group

GS1 Standards Delivery Process: High Level Definition

Steps	Core Function	GS1 Owner	Description
1	Industry Needs and Prioritization	GDSN, Inc.	Launch and manage the process to identify and prioritize the <u>business</u> needs Must tie to the annual Corporate Objectives of the business unit Deliverable: Information required to launch a Complex Change Request
2	Standards Development	GSMP	Gather the requirements and build the standard Deliverable: BMS ready for piloting
3	System Development (Data Pool, Solution Provider and Global	GDSN, Inc.	Develop the solution (software / hardware) in preparation for piloting Deliverable: Solution ready for piloting

	Registry)		
4	Piloting (Optional)	GDSN, Inc.	Execute the pilot and provide feedback to the Standards Development process Deliverable: Completed pilot compliant with the Standard
5	Certification (Optional)	GDSN, Inc.	Certification of the solution Deliverable: Demonstrate compliance with the standard and interoperability requirements
6	Production Deployment	GDSN, Inc.	Successful <u>production</u> deployment of the standard across all effected parties Deliverable: Implemented interoperable solution ready to support the end user's production needs

Project Teams within the GDSN User Group

- Are formed on an “as required” basis in response to Board approved projects
- Exist for a limited duration
- Have specific deliverables, a User Champion, committed Trading Partners and Data Pools who will pilot and implement the functionality
- Ensure the Business Case Document (BCD) adequately represents the project's business needs
- Approval of a Business Case Document signals that the project is ready to move into the GSMP phase of the standards development process.

GDSN Compliant Production Connections Definition

Summary

This section provides the definition of a GDSN compliant connection for the purpose of identifying existing connections by trading partners.

A connection is GDSN compliant when it includes demand side subscriptions and/or supply side publications through the GS1 Global Registry®. Those connections may be within one data pool or across more than one.

**Definition****Global Registry Production Connection**

- A Production Connection to the GS1 Global Registry is the use of a standard Catalogue Item Synchronization BMS message to successfully register either a Registry Catalogue Item (RCI) or Catalogue Item Subscription. The registration of an RCI is considered a prerequisite to communicating information through the GDSN. A Catalogue Item Subscription would also be a necessary prerequisite to receiving information through the GDSN

GDSN Production Connection

- A Production Connection in the GDSN is when trading partners use GDSN Certified Data Pool(s) and the GS1 Global Registry.



GDSN User Group Voting Position Candidate Profile Form

Applicant Name:

Title:

Company / Organisation Name:

Address 1:

Address 2:

City:

State /Province:

Country:

Zip/Postal Code:

Telephone:

Fax:

Email:

1. In which category does your company belong? Check one of the following.

☐ Manufacturer and related industries

- Is your company considered **multi-national**? (yes/no) _____

Note: Multi-national companies have business operating units in more than one country

☐ Retail and related industries

- Is your company considered **multi-national**? (yes/no) _____

Note: Multi-national companies have business operating units in more than one country

☐ GS1 Member Organisation

☐ GDSN Certified Data Pool

☐ Distributor and/or broker

2. In which Region is your company Headquartered?

☐ Asia Pacific

☐ Central & Eastern Europe

☐ Europe

☐ Latin America

☐ MEMA

☐ North America

3. Number of years of Supply Chain experience:

4. Number of years with the current organisation:

5. Number of years working with data synchronisation:



6. List your area(s) of expertise. Check all that apply.

- ☐ Supply chain management
- ☐ Requirements gathering
- ☐ Business process analysis
- ☐ Data Synchronisation
- ☐ Electronic Commerce
- ☐ Other: _____

7. Implementation status

- ☐ I have currently implemented GDSN (have GTINs in GR, I am a Certified DP)
- ☐ I plan on implementing GDSN by _____

8. Brief statement (50 -75 words) on what you as a candidate bring to the GDSN User Group decision making process.
