

GSMP CALL TO ACTION PACKET

GSMP GDSN Sync List Audit Work Group

19 April 2007

1.0 Objective of this Call to Action packet

The main purpose of this Call to Action packet is:

- To disseminate its contents to a broader community outside the GSMP as a call for participation to recruit a number of experts, which can bring their expertise, commitment, and contribution to the GSMP and the Work Group.

The information herein gives a general description of what the WG will accomplish as well as its operation within the GSMP procedural framework.

2.0 Objective/Scope of the GSMP GDSN Sync List Audit Work Group

The objective of this Call-to-Action is the formation of a GS1 GSMP GDSN Sync List Audit Work Group (WG). True data synchronization between trading partners using the Global Data Synchronization Network is only achieved if all the published items are received and processed by the final recipient and all confirmations are received and processed by the source. In addition to the existing acknowledgements and exception messages between nodes in the network, this team will define an audit mechanism in GDSN to ensure that trading partners are in synch. A sync list audit function will provide the GDSN community with the capability to ensure that trading partners are in synch and hence ensure the integrity of the network.

The work group will:

- Review the requirements for sync list audit in the business case document,
- Identify references in the guideline to the current GS1 General Specifications and
- Author the Business Requirements Analysis document consistent with requirements from the BRAD;
- Author the Business Message Standards document ;
- Pilot the requirements and provide a report.

3.0 Scope Constraints of the GSMP GDSN Sync List Audit WG

GSMP Work Groups must adhere to the GS1 Standards Development Methodologies to assure their scope and deliverables, upon which the work of the other GSMP groups depends.

Generally, the team must operate within the following context:

- Develop documents that capture the business and technical requirements as well as additional considerations and concerns that were discussed during the group's calls and physical meetings.

4.0 Expertise Required

This is a call for business information and business information technology experts for the GSMP GDSN Sync List Audit WG. The experts should represent trading partners from

both sides of the trade relation, third parties, and solution providers to have proper representation on the Work Group. The intent is to have balanced membership from the GSMP GDSN Sync List Audit WG user community to define and establish proper global standards with the clear intention of implementation of these.

5.0 Distribution for Call to Action

Please distribute this GSMP GDSN Sync List Audit WG 'Call to Action' packet by forwarding it to your email distribution lists. GSMP Work Groups are open to broad membership from various industry groups, companies, or regions. The 'Call to Action' packet is posted in the GSMP Call To Action eRoom at:

<http://eroom.uc-council.org/eRoom/facility/GSMPCallToAction>

It will also be distributed via a GSMP Community email announcement.

6.0 Timeline

The kick off/introductory conference call will fully brief all participants of objectives and Work Group activities. The first call will be held on Monday, xxx May 2007 from 0800–0900 EST / 1400-1500 CET. The overall duration of this group effort is expected to be 6 Months.

7.0 Known participants:

WG Project Manager:

Melanie Kudela

WG Sponsor: GDSN BRG

WG Chair: Becky Pickett, Ahold US; Joy Schneck, General Mills

Participants:

- John Etrie, Idea Solutions
- Bruce Hawkins, Wal*Mart
- Grant Kille, Agentrics
- John Mooney, Tesco
- Shane Phelan, Johnson & Johnson
- Glen Pride, 1Sync
- Karen Spooner, Kraft
- Gina Tomassi, PepsiCo
- Kathleen van Maele, SCA
- Jay Yanko, Big Hammer

8.0 GSMP Process

For complete information regarding GSMP Work Groups please refer to the GSMP User Manual located on the GSMP web site: <http://www.gs1.org/services/gsmpp/support/>

9.0 Sessions

The Work Group is responsible for scheduling meetings to accomplish their work. Sessions are defined as face-to-face or physical meetings and teleconferences. All GSMP Sessions include the necessary Anti-Trust cautions as defined by GS1 legal counsel.

9.1 Face-to-Face Meetings

The Project Manager schedules face-to-face meetings with reasonable advance notice to allow for proper planning. Face-to-face meetings will cover 2 or 3 days for one meeting in order to speed up the work as much as possible. Participants are expected to cover their own expenses related to travel, accommodation, and time for the physical meetings. Face-to-face meetings will be arranged in GS1 GO locations: Brussels, Belgium or Princeton, NJ, USA.

9.2 Teleconferences

GSMP GDSN Sync List Audit WG teleconferences will initially occur every week on Mondays at 0800–0900 EST / 1400-1500 CET. The work group will have an option to revise this schedule. A kick-off (first) teleconference is scheduled for Monday, 4 June 2007.

9.3 Agendas and Minutes

GSMP eRoom facilities will be used to support the work of this WG. The Project Manager prepares agendas.

Standing agendas should include:

- Review of the agenda.
- Approval of previous meeting or call minutes.
- Discussion of all pending issues and action items.

All meetings or teleconference minutes should record:

- The original agenda.
- Members, participants, guests, and staff present.
- Requests for notation.
- Decisions/Resolutions taken.
- Action items.

10. How To Apply ?

Apply for WG membership by completing the GSMP Membership Application on the GSMP web site: http://www.gs1.org/docs/gsmg/GSMP_Application_Form.doc

In section 4, please select Work Group (WG), and specify: GSMP GDSN Sync List Audit WG.