



The Global Language of Business

GS1 EDI Code List Maintenance Policy

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1 Introduction

1.1 Document Conventions

The keywords **MUST**, **MUST NOT**, **REQUIRED**, **SHALL**, **SHALL NOT**, **SHOULD**, **SHOULD NOT**, **RECOMMENDED**, **MAY** and **OPTIONAL**, when they appear in this document, are to be interpreted as described in [\[RFC2119\]](#) as quoted here:

- **MUST:** This word, or the terms "REQUIRED" or "SHALL", means that the definition is an absolute requirement of the specification.
- **MUST NOT:** This phrase, or the phrase "SHALL NOT", means that the definition is an absolute prohibition of the specification.
- **SHOULD:** This word, or the adjective "RECOMMENDED", means that there may exist valid reasons in particular circumstances to ignore a particular item, but the full implications must be understood and carefully weighed before choosing a different course.
- **SHOULD NOT:** This phrase, or the phrase "NOT RECOMMENDED", means that there may exist valid reasons in particular circumstances when the particular behaviour is acceptable or even useful, but the full implications should be understood and the case carefully weighed before implementing any behaviour described with this label.
- **MAY:** This word, or the adjective "OPTIONAL", means that an item is truly optional. One vendor may choose to include the item because a particular marketplace requires it or because the vendor feels that it enhances the product while another vendor may omit the same item. An implementation which does not include a particular option **MUST** be prepared to interoperate with another implementation which does include the option, though perhaps with reduced functionality. In the same vein an implementation which does include a particular option **MUST** be prepared to interoperate with another implementation which does not include the option (except, of course, for the feature the option provides.)

When used in this way, these terms will always be shown in ALL CAPS; when these words appear in ordinary typeface they are intended to have their ordinary English meaning.

1.2 Purpose of the document

This document sets the rules of maintaining code lists used in GS1 EDI messages, both in GS1 EANCOM and GS1 XML.

2 General Rules for maintenance of code lists

Code lists are maintained independently of the Business Messages, it means that they can be updated between maintenance Message Standard releases. The current assumption is that new code list versions can be released up to 4 times a year.

- ✓ **Note:** The preferred option is to create or modify EDI code lists **concurrently in EDI XML and GS1 EANCOM standards**. Only if the requested code or code list is applicable to one of the standards, will it be added to one of them, e.g. Syntax identifier or Syntax version number lists in EANCOM or enumeration lists in GS1 EDI XML.
- i **Rationale:** Both GS1 EDI standards cover similar business requirements, therefore solutions they offer should be as close as possible.

[R01] For any code list update a GSMP Work Request **MUST** be submitted.

[R02] The decision whether or not the requested code list update is applicable only to one of the EDI standards will be taken by EDI SMG as a part of Work Request assessment.

[R03] In line with the GSMP due process, every code list update **MUST** be ratified by the GS1 Board Committee for Standards (BCS).

[R04] The values of code lists defined or modified by GS1 MUST be published in the Global Data Dictionary (GDD).

[R05] The GS1 XML BMS documents MUST contain URL to the respective code list in the GDD, the EANCOM message documentation MUST list all allowed code values.

 **Note:** Although GDD provides possibility to download specific code list release, the default code list view is the CURRENT release – i.e. the latest one, so the GDD is the reference for the most up-to-date code list versions.

3 Detailed rules for maintenance of code lists

3.1 Non-GS1 Code Lists

These are the code lists whose values are managed by an agency other than GS1.

 **Note:** The preferred option is to use existing and business recognised code list, rather than creating proprietary GS1 ones. By preference, GS1 uses international standard code lists whenever available in the following order of priority:

- ISO
- UN/ECE (recommendation)
- UN/CEFACT
- International Vertical Organisations, e.g. World Customs Organisation
- If no suitable code lists are available from any of the above mentioned organisations, GS1 creates own proprietary code lists.

3.1.1 Non GS1 Code Lists – Fully Adopted

These code lists are maintained by non-GS1 agencies. GS1 Message Standards allow the use of all the code values defined on these lists.

[R06] If GS1 user companies need additional code values to be added to the non-GS1 Code Lists, they MUST submit a GSMP Work Request. The need for a new code value MUST be confirmed by the EDI SMG upon the Work Request review.

[R07] If a new code is needed for immediate use, GS1 SHOULD assign a temporary or permanent code value.

 **Note:** The code list with temporary or permanent GS1 codes added becomes GS1 Extended list (see [3.1.3](#))

[R08] The code list location on the Managing Agency website SHOULD be provided as follows:

[R08a] GDD SHOULD provide a URL to Managing Agency website

[R08b] EDI XML Business Message standard SHOULD provide a URL to the code list definition in GDD

[R08c] EANCOM Message standard SHOULD provide the full list of allowed.

[R09] The version of the Fully Adopted non-GS1 code list to be used in GS1 standard messages MUST NOT be specified neither in the Message Standards document, nor in the GDD. The version MAY be specified in implementation guides, if needed.

3.1.2 Non GS1 Code Lists – GS1 Restricted (GS1 subset)

The original code lists are maintained by non-GS1 agencies. GS1 creates a subset of code values allowed to be used in GS1 standards.

- ✔ **Note 1:** The preferred option is to use a non-restricted external code list. By preference, the subset of values should be specified in implementation guides (e.g. sector specific or local guidelines). However, there are situations when some code lists need to be restricted.
- ✔ **Note 2:** In GS1 EANCOM there is a number of code lists with restrictions for use in specific message, segment or data element. These restrictions are mostly based on:
- Message version – only specific (current) version is allowed
 - Message type and function – e.g. in ORDERS, only different types of Order messages are allowed as document type
 - Qualifiers for specific segments in the same Segment Group – e.g. in REF-DTM (Reference and Date Time group), the DTM function qualifier allows only Reference date/time value
- [R10]** If there is a need to restrict a code list, it MUST be justified in the Work Request and the final decision MUST be taken by the EDI SMG during the Work Request review.
- [R11]** If GS1 user companies need additional code values from the original list to be added to the GS1 Restricted code list, they MUST submit a GSMP Work Request. The need for a new code value MUST be confirmed by the EDI SMG upon the Work Request review.
- [R12]** The codes added from the original list MUST come from the latest version of this list available at the time of WR processing.
- [R13]** If an additional code is needed that is not provided in the original list, the requester MUST submit a GSMP Work Request. The need for a new code value MUST be confirmed by the EDI SMG upon the Work Request review.
- ✔ **Note:** The code list with temporary GS1 codes added becomes GS1 Restricted and Extended (see [3.1.4](#))

[R14] The code values from the GS1 restricted lists MUST be published in the GDD.

3.1.3 Non GS1 Code Lists – GS1 Extended

The original code lists are maintained by non-GS1 agencies. GS1 includes additional code values to be used in GS1 standard. These can be either **temporary codes**, pending approval of the requests submitted by GS1 to the Managing Agency, or **permanent GS1 internal codes**, specific only to GS1 use, not to be submitted to the managing agency.

[R15] If GS1 user companies need additional code values to be added to the GS1 Extended code list, they MUST submit a GSMP Work Request. The need for a new code value MUST be confirmed by the EDI SMG upon the Work Request review.

[R16] If the GS1 code values have been added temporarily for immediate use, GS1 Global Office SHOULD submit a request to the code list Managing Agency, to incorporate the new codes into the original list.

- ✔ **Note:** After final codes are published by the managing agency and there are no remaining GS1 codes, the code list becomes Fully Adopted (see [3.1.1](#))

[R17] For temporary GS1 codes GS1 MUST assign a code value that clearly distinguishes it from other code values in that code list and clearly state that these are temporary GS1 codes.

[R18] During the WR analysis, EDI SMG MAY decide that the GS1 code SHOULD remain a permanent addition to the non GS1 Extended code list and SHOULD NOT be submitted to Managing Agency. Such a code becomes a permanent GS1 code.

[R19] For permanent GS1 codes GS1 MUST assign a code value that clearly distinguishes it from other code values in that code list and clearly state that these are permanent GS1 codes.

[R20] The code values from the GS1 extended lists MUST be published in the GDD.

[R21] The codes added from the original list MUST come from the latest version of this list available at the time of WR processing.

[R22] If any of the GS1 code values are removed from the GS1 Extended list (e.g. to be replaced by code assigned by Managing Agency), they MUST be marked for deletion in the GDD and remained there for a period of at least 2 years. After this delay they will be removed in the nearest code list release.

[R23] If GS1 user companies need additional value in the code list for bilaterally agreed use, they MUST submit Work Request. The final decision whether such a value will be added will be taken by EDI SMG. Such a "generic" value MUST become a permanent GS1 code.

3.1.4 Non GS1 Code Lists – GS1 Restricted and Extended

The original code lists are maintained by non-GS1 agencies. GS1 creates a subset of code values allowed to be used in GS1 standard and includes additional code values. These can be either temporary codes, pending approval of the requests submitted by GS1 to the Managing Agency, or permanent GS1 internal codes, specific only to GS1 use, not to be submitted to the managing agency.

Rules R10 to R22 apply to the management of these code lists.

3.2 GS1 Code Lists

These are the code lists whose values are managed by GS1.

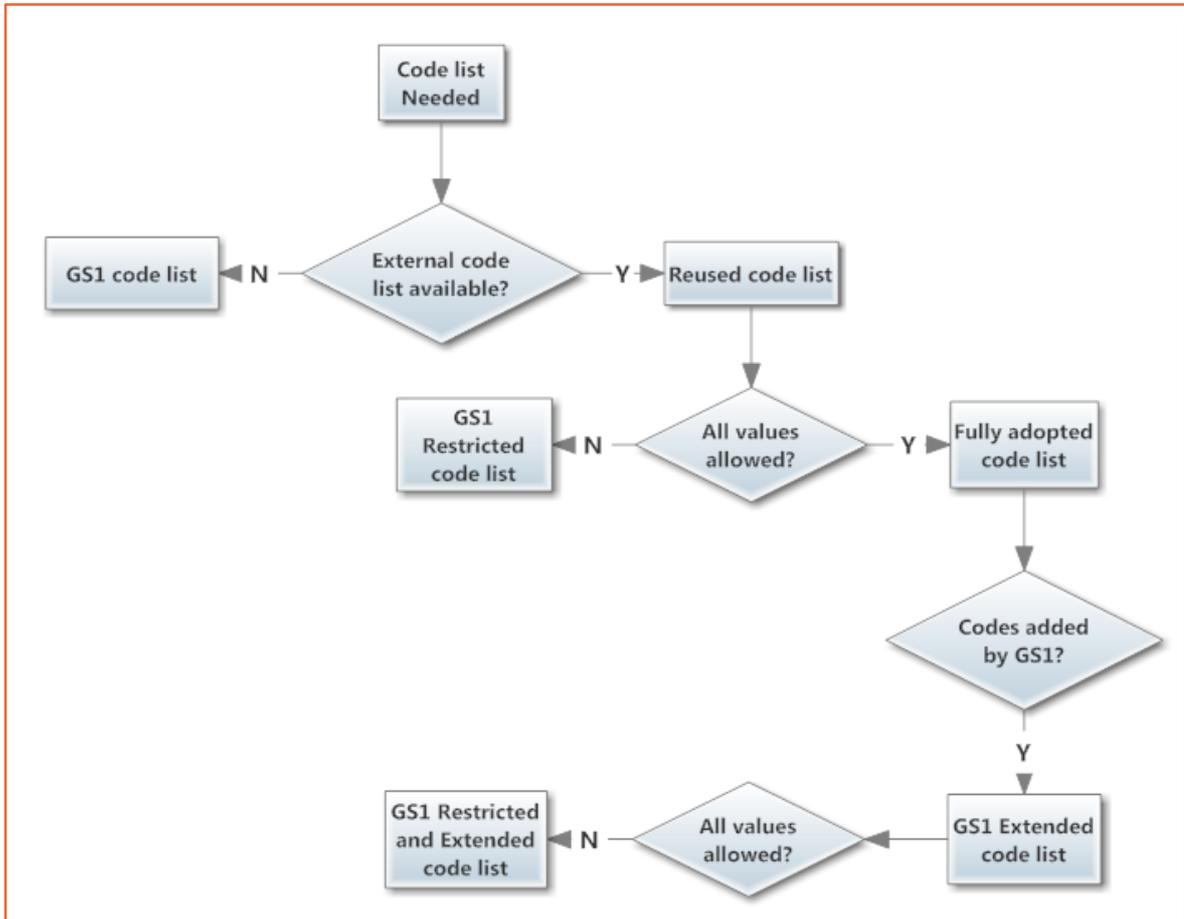
[R24] If GS1 user companies need additional code values to be added to the GS1 code list, they MUST submit a GSMP Work Request. The need for a new code value MUST be confirmed by the EDI SMG upon the Work Request review.

[R25] The code values from the GS1 lists MUST be published in the GDD.

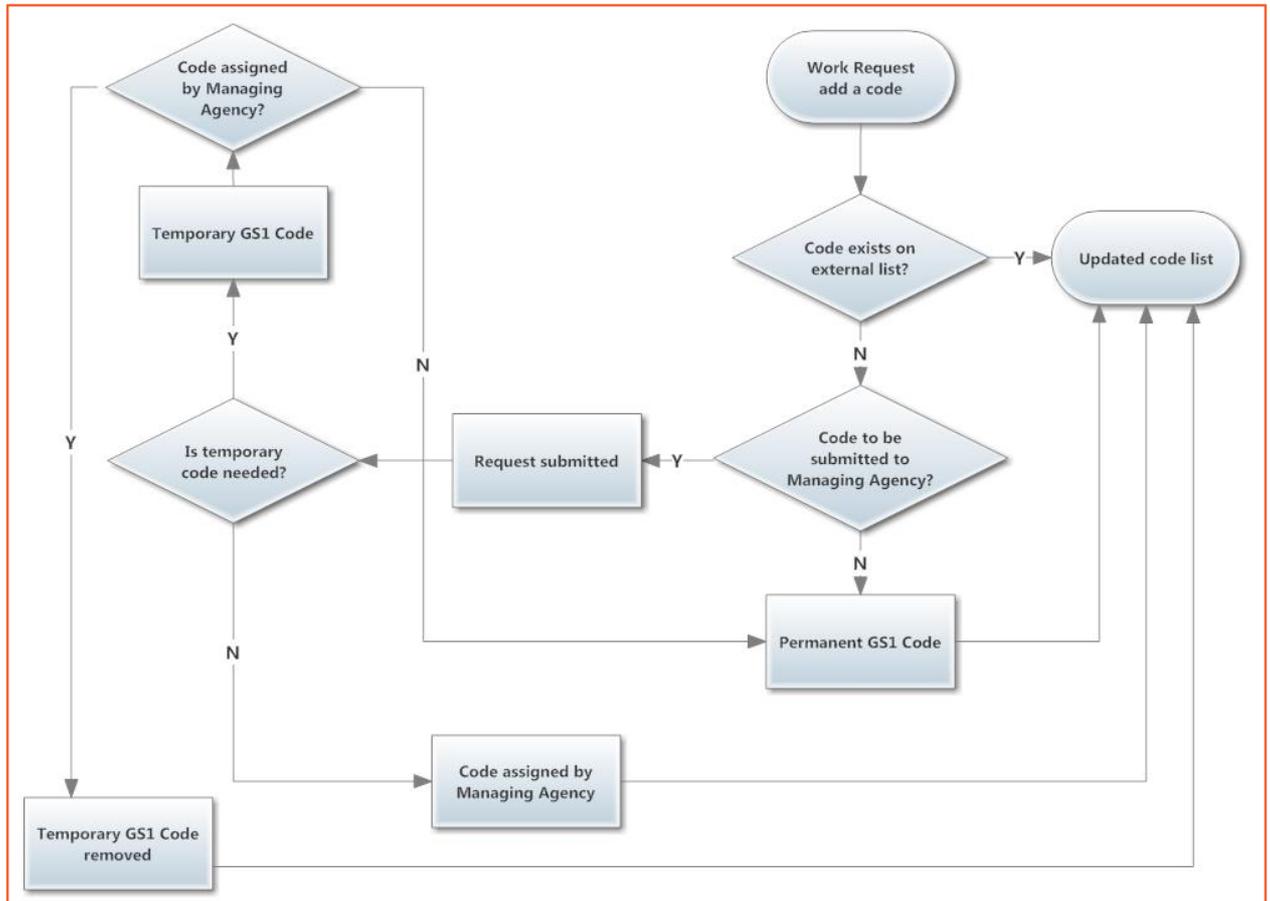
[R26] If GS1 code values need be removed from the GS1 list, they MUST be marked for deletion in the GDD and subsequently removed in the next code list release.

4 Appendix 1 - Flow charts

4.1 Code list chart



4.2 Code chart



5 Appendix 2 - code list glossary

Fully adopted non-GS1 code lists

Code lists maintained by non-GS1 agencies. GS1 Message Standards allow the use of all the code values defined on these lists.

GS1 Extended code lists

Code lists based on those maintained by non-GS1 agencies. GS1 includes additional code values to be used in GS1 standard. These can be either temporary or permanent GS1 codes.

GS1 Restricted code lists

Code lists based on those maintained by non-GS1 agencies. GS1 creates a subset of code values allowed to be used in GS1 standards.

GS1 Restricted and Extended code lists

Code lists based on those maintained by non-GS1 agencies. GS1 creates a subset of code values allowed to be used in GS1 standards and includes additional GS1 code values. These can be either temporary or permanent GS1 codes.

Managing Agency

An organisation developing and maintaining non-GS1 code lists.

Non-GS1 code lists

Code lists whose values are managed by an agency other than GS1

Permanent GS1 codes

Codes specific only to GS1 use, added by to the external code lists, not to be submitted to the Managing Agency.



Temporary GS1 codes

Codes added by GS1 for immediate use to the external code lists, pending approval of the requests submitted by GS1 to the Managing Agency.