



## GMD Maintenance Work Order Entry Best Practices Guide

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Before entering a GDS (Global Master Data) Maintenance Work Order, which may contain:

- New Attribute Requests,
- Attribute Value Pairs (AVP)
- Validations Rules (VR),

Please read the following Steps and Quality tips:

**Please Join the GMD SMG or use a GMD SMG Member Proxy** as you or your proxy are expected to answer any questions about your Work Request during our weekly Tuesday calls at 9 AM ET – 11 AM ET. GDS SMG Join Link:

[http://www.gs1.org/gsmp/community/working\\_groups/gsmp#GDS](http://www.gs1.org/gsmp/community/working_groups/gsmp#GDS)

### **GMD SMG Member Proxy Examples:**

- Your Country's Member Organisation Staff Expert is already a Member of our GDS SMG Roster or is willing to join the GMD SMG. (Example: Peter Jönsson – GS1 Sweden)
- Your Certified Data Pool Representative is already a Member of the GDS SMG Roster or is willing to join the GMD SMG. (Example: Steve Robba - 1WorldSync)
- A Member of your Company is already a Member of the GMD SMG Roster

## **A. SIGN INTO THE GSMP WORK REQUEST SYSTEM**

<http://wr.gs1.org/> and read the following:

## **B. NEW ATTRIBUTE REQUESTS**

- If you are asking for a new attribute, please use the template found on <https://www.gs1.org/standards/wr> and try to fill in all of the fields; such as providing a definition and a rationale (why attribute is needed). If a new attribute has a business driver based on regulatory/government law, please include a Link to a URL with the factual document as a reference.
- Also if you are aware of the attribute's Global/Local status please include this as well. All new Attributes will be assumed to be Global/Local and optional unless otherwise stated.
  - **Global/Local** means the Attribute applies globally but may have different values based on local needs.
  - **Global** means the value is applicable globally and must have the same value globally.
  - **Local** means the attribute only applies in selected Target Markets, and may have different values in each of those Target Markets.

## C. NEW UNIT OF MEASURE CODES

- If you are asking for a Unit of Measure Code Value please provide the Code Definition and the Category Type the Code falls under. Current categories include: Area, Count, Density, Dimensions, Electric Current, Energy, Force, Frequency, Information Storage Capacity, Mass, Power, Pressure, Proportion, Sound, Temperature, Time, Units of Currencies, Velocity, and Volume.

## D. NEW ATTRIBUTE VALUE PAIR (AVP) FAST TRACK REQUESTS

- If you are also requesting an AVP (Attribute Value Pair) for immediate use, please create an AVP attachment using this [AVP Template Link](#)
- [And read our Attribute-Value Pairs and fast track process for GS1 GDS or eCom XML document.](#)
- Contact [markvaneeghem@gs1.org](mailto:markvaneeghem@gs1.org) if you have any questions filling it out.  
**NOTE:** You must be a GMD SMG Member (or proxy) to access the AVP template because it is located in our GMD SMG Community Room; there is also one available in the WR System. If the AVP references an existing approved work request please include the WR number.

## E. NEW VALIDATION RULE REQUESTS

- If you are creating a Validation Rule please draft one into the template found on <https://www.gs1.org/standards/wr>
- Contact [markvaneeghem@gs1.org](mailto:markvaneeghem@gs1.org) if you have any questions filling it out.

## F. GENERAL INFORMATION

**We use a proactive approach throughout the GMD SMG Process.** This is done to move WR quickly through their steps because our community has come to rely on quick interim solution paths developed to respond to a rapidly changing global business climate pushed along by legislation and ensuing regulatory requirements or by the needs of receivers of Data like Retailers or Hospitals or Food Service Outlets in line with an agreed [GDSN Release Schedule](#).

**Extended Attributes** Mechanism that can meet the needs of one Retailer within a New Sector which was used for example By an Electronics Retailer when they joined the GMD Process and had the need for many technical specification attributes not needed by Retailers in other Sectors.

