
Updating your GS1net Catalogue

Once you have been declared *GS1net Ready* and your products have been published to the trading partners, it is your responsibility to update and maintain the data in your GS1net catalogue.

In order to properly maintain your catalogue you will need to understand the concepts of a CHANGE versus CORRECTION. The Action Code used will determine whether you are intending the record to be read as a change or correction.

Change is for an update that truly is a change. For example, an update to the product specifications, this may be to the product dimensions. The change action code is also used when modifications are made to a price record.

Correction is when you need to correct a mistake. For example, an item with a blue label was incorrectly registered with a black label. A 'correct' action code is used to update the item record.

Please note that after publication, some data fields can be:

1. Both CHANGED and CORRECTED
2. CORRECTED but NOT CHANGED
3. CHANGED by certain amount or percentage only.



Some data fields cannot be CHANGED or CORRECTED after the publication. This is indicated, per data attributed in the CHANGE/CORRECT section of each page in the Item and Price Data Dictionaries.

Some of the most common scenarios are:

| Scenario | Action Code | Field to be updated |
|---|---------------------------------------|---|
| Company has changed the dimensions of the product (by less than 20%). | CHANGE | Height, Width or Depth. |
| Company will discontinue a product. | CHANGE | End Availability Date. |
| Company will end date a pricing record. | CHANGE | Effective End Date Effective End Date Context |
| Company has sent an incorrect product description. | CORRECT | Trade Item Description. |
| Company has changed the Price Start Date of the product. | CORRECT (if start date in the future) | Start Availability Date. |



The action code value used within GS1 XML and Delimited Data File (DDF) messages is CHANGE_BY_REFRESH.

Updating Net Content and Dimensions

Please note that some data fields such as Dimensions, Net Content and Gross Weight can only be changed by 20%. This means that your DLSR will fail if the value in these fields changes by more than 20%.



You need to comply with the GS1 Standards when changing the net content, gross weight and/or dimensions of your products as in some cases a new GTIN is required.

For more information, please refer to GTIN allocation Rules please visit:
http://www.gs1au.org/membership/change_gtin.asp

End Dating an Item

One of the fields that you will need to update in the Master Data Section is End Availability Date.

For GTINs that are currently available in the market, this field is generally blank. You will need to update this field if the GTIN or item hierarchy is to be discontinued.



Usually, all items in the product hierarchy must be end-dated to end date the product. An exception would be if supplier introduces a new case pack end dates the previous one, but keeps the same base item, which itself would not be end dated.

If you are using the GS1net Browser Upload Template, please use the action code CHANGE against the GTINs to be End-Dated.

If you are using GS1 XML, please use the action code CHANGE_BY_REFRESH against the GTINs to be End-Dated

To view an example of an End Dated Item, go to the 'Grocery and Liquor Industry' section within the 'GS1net™ - Data Synchronisation Service' web page.

Updating Prices and Allowances

One of the fields that you will need to update in the Pricing Data Section is Price Effective End Date.

For GTINs whose price is still valid this field is generally blank. You will need to update this field to end date the current price and add a new one. In this case, the action code CHANGE must be used and both LIST PRICES and associated ALLOWANCES must be end dated, with identical dates.

If you are using the Browser Upload Template or GS1 XML, please use the action code CHANGE_BY_REFRESH against the prices to be updated (note in XML the price action is contained in the item depiction loop)

Tip 1 - When creating a new price for a product for a specific data recipient, you must first end date the previous price and allowance.



Tip 2 – Your pricing record will be rejected if the date range overlaps an existing price record date range (assuming all other price attributes are identical)

Tip 3 - when List Prices are end-dated, any related Allowances or Charges must also be end dated. The Allowance or Charge end-date cannot be left blank, or be a date other than the Price end-date.

Tip 4 - when changing prices and allowances online, the allowances must be end dated first and then the list prices.