# EDI Standards and Implementation Group (ESIG)
## Thursday 17th October 2017

Physical meeting at GS1 UK

**Attendees:** Neil Brennan (Co-Chair), Ian Ford, Paul Reid (PR) (GS1UK), John Stokes (Co-chair), Jerry Collins, John Papadopoulos (JP) (GS1UK), Steve Richards (GS1UK), David Robinson, Gary Hughes, Gavin Fowler (Phone), James Shelley, Rachel Schofield, Graham Dickaty (Phone), Rosa Sortino (Phone), Joginder Puri, Kieran O'Connor, Bridget Sullivan, Mark McGarry, Paul O'Sullivan, Horace White
**Apologies:** Jane Benjamin, Kevin Thornton (HMRC)

## Minutes and Actions

1.  GS1 UK competition policy was stated and it was explained that the group and all related activities must always operate under this policy (see http://www.gs1uk.org/Pages/competitionpolicy.aspx)

2.  Introductions and Housekeeping. Round the table.

3.  **Questionnaire**: Went through the results of the questions sent to "Tier 1 and 2" businesses to drum up more support which received 22 responses. Overall generally good feedback and all respondents want to be included in an ESIG mailing list. The group agreed that a questionnaire to source information was deemed a good approach.

4.  **CONTRL Messages**: From our last meeting in June, it was agreed that a guideline for the CONTRL message is used in the UK and a guideline created by ESIG would be beneficial. JP reached out to other GS1 Member Organisations on whether any CONTRL guidelines were created and GS1 Australia, Austria and Denmark have provided documentation which includes elements of message structure, segments and principles.

    Jo Puri has advised that since the CONTRL message is used to confirm that the message has been received without errors between points of business work flow, ESIG should engage with companies like SAP, Seeburger and Sahara Logistics to understand their requirements.

    **Action**: JP to liaise with Jo Puri on contact with these organisations for more information about CONTRL messages.

5.  **INVOIC/ORDERS Guideline**: Discussion around creating a guideline on INVOIC messages similar to the ORDERS guideline. A question was raised on the purpose and use of the ORDERS guideline since publication. In order to have this guideline created, ESIG would need to engage with HMRC and Finance teams around the table. As the ORDERS guideline took 18 months to complete, the INVOIC may take longer to complete.

    A question was raised on whether the ORDERS guideline was used today by any major partners or if a case study was created. The guideline itself was deemed too wide for interpretation and that for the guideline to provide true harmonisation between partners, it would need to be reduced and refined.

**Action**: JP to draft questionnaire for the community on whether they would benefit from an INVOIC guideline and if the ORDERS guideline was used.

6. **ESIG Meeting Schedule/Newsletter**: The group has proposed a new schedule for ESIG attendance frequency to utilise time while keeping contact more regularly. The group agreed that face to face meetings will occur three times a year and alternate every 6 weeks with a newsletter which will provide a wider group updates and work by the ESIG team.

   **Action**: JP to create a newsletter for a December release and to work with co-chairs on newsletter headlines.

7. **Industry Update**: Steve Richards from GS1UK was invited to provide an update on Perfect Order. The Perfect Order project is working towards harmonisation of the Order/Move/Pay workflow of business. In the current phase of order, the group is agreeing a common set of fields for 80% of the ASN message for the retail grocery sector. This way of working and reaching a figure of 80% was appealing to ESIG and would want to follow the same approach for ORDERS and INVOIC guidelines.

   **Action**: JP to keep up to date on Perfect Order project and ensure that ESIG are a part of the plan for future phases.

8. **PEPPOL:** The group discussed the lack of information around the Department of Health timelines on when to act on being compliant. There is also a lack of information around PEPPOL and their requirements. Gavin Fowler from Data Interchange provided the group with information around timelines and PEPPOL requirements.

   **Action**: JP to review PEPPOL position statement drafted by Shan. JP/PR to speak to GS1UK Healthcare team about PEPPOL and find more information for our members.

9. **GS1 Website:** The group discussed the GS1UK website and how it is hard to find material or information on EDI.

   **Action**: JP to co-ordinate with marketing on how EDI is displayed on GS1UK's website. This includes ESIG, guidelines and general EDI support. Target for December.

10. **Other business**:
    1. WEB EDI: Is there any way GS1UK could work with Global Office on creating a common language across WEB EDI interfaces as there are multiple languages. **Action**: JP to speak to Global Office on whether this has been raised and how to take this forward.
    2. Global Data Protection: Group is aware this will be enforced in May 2018. **Action**: JP to include this in the newsletter as a reminder.

The next meeting will occur in Feb/Mar 2018. Date and location will be communicated shortly via email.