

EDI Standards and Implementation Group (ESIG)

Thursday 8th June 2017

Physical meeting at GS1 UK

Attendees: Jane Benjamin, Neil Brennan, Ian Ford (First B2B), Kevin Thornton (HMRC), Paul Reid (GS1UK), John Stokes, Jerry Collins (phone), John Papadopoulos, Phil Bailey (GS1UK), Steve Richards (GS1UK), David Robinson

Apologies: Claire Gibbons, Jo Puri, Dan Ganderton, Rachel Schofield, James Shelley

Minutes and Actions

1. Introductions and Housekeeping. We welcomed Kevin Thornton from HMRC and Ian Ford from First B2B.
2. 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>)
3. **Questionnaire:** A questionnaire has already been created. The discussion was around who and how we communicate new involvement in the ESIG. The group agreed that we need to engage with major retailers, solution providers (GXS) and 3PL providers. The group agreed that we need to take a step back and understand who uses EDI with a short questionnaire. **Action:** JP and co-chairs to edit the ESIG blurb/mission statement and draft three questions to send out to all GS1UK members. Focus will be Tier 1: Large businesses who use EDI and Tier 2: Small/medium frequent users of EDI. Tier 3: Small businesses will be targeted at a future date. Possibly the AGM. JP to work with marketing on how to group members within these three tiers.

The group agreed to also look into other industries apart from retail including DIY (Kingfisher), building and construction and apparel as we want to encourage industries not to adopt TRADACOMS. **Action:** GS1UK to contact other GS1 member organisations to see if we can get UK counterparts from similar groups.

Another reason for a drop in attendance in the ESIG may be due to the lack of GS1 conferences that focus on retail in the last 3 years. GS1UK will soon announce a retail conference in 2017.

Action/Note: Retail conference will be scheduled for a date in May 2018. ESIG to plan to showcase EDI ("EDI in action") in the retail conference to drum up support and attendance.

4. **INVOIC 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. The purpose was to highlight what's available and what could be used 'out of the box' aimed at smaller organisations, which don't have EDI departments that get asked by customers or suppliers to send EDI messages. Dairy Crest have used the guideline when working with ASDA to keep them within the standard. The group agreed that this guideline would take up to 2 years to complete and would be a huge task. It was agreed to provide a brief on what we might want to include in the guideline and to keep it in a format that is easy to read for non-technical people in finance. **Action:** John Stokes to put together a brief/principles of what we might want to include in the guidelines rather than go down to the detail. **Action:** JP to update group on the ASN guideline from Perfect Order to avoid overlap.

The group also agreed to obtain EDI invoice guidelines from the major retailers. **Action:** Jane Benjamin to support JP on obtaining these guidelines from retailers and suppliers.

- 5. CONTRL/APERAK survey results:** Results of the survey were communicated to the group. CONTRL message would be easy to implement although if you use a AS2 connection, it will already provide you with the same message unless it goes through a VAN or STP. Can we sell the use of the APERAK message to the retailers? The group agreed that we need to find out more about the use of APERAK as it may not just be used for invoicing purposes. **Action:** John Stokes to speak to Jo Puri about the use of APERAK and update the group.
- 6. TRADACOMS announcement:** The group agree on the statement for GS1UK discontinue support for the use of TRADOMS messages to its members. **Action:** GS1UK to work with the marketing department to communicate this to its members before 1st July 2017.
- 7. Industry Update:** Steve Richards and Phil Bailey from GS1UK were invited to provide an update on Perfect Order and the NHS/Peppol. The Perfect Order project is using the ORDERS guideline to map against the existing retailer guidelines to understand the commonality and gaps. The group raised that EPODs should be included in scope for Perfect Order and that the yet to be drafted INVOIC guideline would assist this project going forward. Action: JP to communicate any Perfect Order updates to ESIG.

NHS/Peppol: There was discussion around the plans to roll out standards to all NHS trusts. A question was raised around the re-use of GLNs. **Action:** Paul Reid to check and communicate the rules around the re-use of GLNs.
Action: GS1UK to engage with industry engagement/project streams to provide support for EDI and encourage engagement in ESIG.
- 8. EDI Standards Management Group update:** David Robinson agreed to review the documents describing a model for harmonised and streamlined business processes to be used by the participants in the healthcare supply chain.
- 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.
- 10. AOB:** None

The next meeting will be on October 17th 2017 at the Annual General Meeting (AGM). Location will be communicated shortly via email.