Product Listing Submission Terms and Conditions

General

- GS1 Malaysia Berhad reserves the right to solely reject the uploading of the product listing submission without cause or if the information provided is not in accordance with GS1 product submission guidelines as stipulated in these terms and conditions or as shown in our submission guide. Additional charges will be levied for any request to uploaded rejected submissions.

- We, the Member, hereby understand that the GS1 company prefix and barcode numbers are licensed for use for my company by GS1 Malaysia.

- We agree to provide GS1 Malaysia with full access to and allow GS1 Malaysia the use of and to share all product information provided by our company as GS1 Malaysia deems necessary as a trusted source of product information for retailers, international buyers, trading partners and any other marketing and promotion activities.

- We agree to abide by the Terms and Conditions governing GS1 Malaysia Berhad subscribers.

Product Submission

- Submission will only occur if the following is met:
    - Only **active GS1 members** who have **subscribed** for the **Verified by GS1 & GAC Support & Services (VbG & GACSS)** can upload their product information,
    - Must use our **latest submission template:** https://www.gs1my.com/member/r1/form/GS1_Malaysia_Product_Listing_Form.xls **AND**
    - Must be uploaded via **our official web portal**: https://www.gs1my.com/member/r1/node/6

- All vetted submitted information is uploaded to the following data repositories:

    - **GS1 Malaysia's Member Product Databank** (local GS1 repository) – 2 working days.
    - **GS1 Global Registry Platform (GRP)** (global GS1 repository – **product-level / retail data only!**) – 2 working days.
    - **GS1 China & China GAC 'Single Window' Platform** (country-specific repository) – end of each calendar month.

- If your membership license is **inactive** and no subscription fee is received after **12 months of the financial year**, on the 13th month your uploaded information **will be removed** from the Member Product Databank without further reference to you.

- It is a **member's sole responsibility and obligation** to ensure that all assignments of GS1 barcode numbers (i.e. GTIN-13, GTIN-14, GLN, UPC, etc.) onto their trade items are **accurate** and follow the **GS1 GTIN allocation rules** & **Check Digit guidelines**.
    - GS1 GTIN allocation rules
    - Check Digit Guidelines

- Product listing submissions and amendments can be uploaded **for free once every calendar month,** for a total of **12 times in a calendar year**.

    - A **successful submission** refers to any product data submission that:

        - Received an **email acknowledgement** in reply,
        - Was **successfully uploaded** on GS1-managed data repositories and
        - **Viewable** from GS1-managed VbG Search Portals.

    - **All additions, amendments and removals of product data** should be **consolidated** (i.e. listed together) into 1 submission.

    - The submission template should only contain **data to be amended or added** for accurate processing. **Do not reuse** an existing submission template!

    - To **amend company-level contact data** (e.g. **email, phone number, fax number, mailing address, etc.**), submit your request here: https://www.gs1my.com/member/r1/node/18.

- GS1 Malaysia offers our Databank Enhanced Services for out of the ordinary submissions or special requests. Please find the fee structure below:

No	Databank Enhanced Service Details	Service Fee (RM)
1	Upload product information into GS1 Repositories **outside of the monthly free upload.** *(VbG & GACSS subscribers can submit their product data 12 times a year or once a calendar month for free)*	**100.00** per additional submission

2	**Retrieve submitted product information** from the Member Product Databank, the local GS1 Data Repository	**100.00** per prefix, per request
3	Assist to determine the **Global Product Classification (GPC) Codes (Class + Brick)** for their product item(s)	**50.00** per GTIN/SKU
4	Assist to get the correct **Check Digit, small number (<10)** of barcodes.	**50.00** per GTIN/SKU
5	Assist to get the correct **Check Digit, large number (>10)** of barcodes.	Use the **Barcode Number Generation Service**
6	Assist to fill in and submit product data from **company product catalogues**, or any **non-GS1 supplied document.** Includes adding in GS1-specific data, such as **Global Product Classification (GPC) Codes (Class + Brick).**	**100.00** per GTIN/SKU
7	Upload **additional Product Images** into the **Member Product Databank.** *(VbG & GACSS subscribers can upload 10 product images for free per subscription, to a maximum of 3 images per product)*	**50.00** per product image
8	Generate a **Certificate of Member Products (CMP)** for their product(s).	**80.00** per GTIN/SKU

- Notes:
  - The following counts as **additional** submissions and amendments within a calendar month:
    i. **New** product data,
    ii. **Amendment** of existing product data,
    iii. **Removal** of existing product data.
    iv. **New** product image,
    v. **Amendment** of product image.

  - Regarding image uploads:
    i. The number of free image uploads **is renewed** when your VbG & GACSS **subscription is renewed**.
    ii. The image(s) and/or photo(s) must be submitted **as separate image file(s)**.
    iii. The image(s) and/or photo(s) **must not be embedded** (i.e. pasted as an image) into the submission template.

iv. Accepted image/photo file formats:
    - **.jpg or .jpeg or .JPG or .JPEG**
    - **.gif or .GIF**
    - **.png or .PNG**

- The image(s) and/or photo(s) **image file names** must follow the format below:
    - File name format, **single image**:
        - **<Product GTIN Number> + <image file format>**
        - **Example: 9551234560001.jpg**

    - File name format, **multiple images**:
        - **<Product GTIN Number> + <-1 OR -2 OR -3> + <image file format>**
        - **Example: 9551234560001-1.jpg, 9551234560001-2.jpg, 9551234560001-3.jpg**

- Due to technical limitations, a single product entry can **display a maximum of 3 images**.

- Each field has a **character limit**, members are reminded to not exceed the standard limit of **14 characters for all number fields, not including barcode numbers** and **20 characters** for all other fields.

Product Data Accuracy & Non-Standard submissions

- GS1 Malaysia Berhad is authorised by members to maintain and key in their product information, with the understanding that:

    - GS1 Malaysia Berhad will upload the product information provided by submitters **"as is"** into the GS1 Malaysia Member Product Databank. **Thereafter, GS1 Malaysia Berhad will neither be held liable nor responsible for any inaccurate information or depiction that may be displayed on the GS1 Malaysia Member Product Databank, Premier Trusted Search Engine or GS1 Global Registry Platform (Verified by GS1).**

    - GS1 Malaysia Berhad **will not generate barcode numbers** for the member **by default**.

    - Full barcode numbers can be generated by GS1 Malaysia via our **Barcode Number Generation Service** or generated by members themselves using the modulo-10 algorithm. Members are obliged to ensure that the generated barcode numbers are **accurate**, uses their **allocated GS1 Company Prefix**, and follow the **Check Digit guidelines**.

- Details of the **Barcode Number Generation Service** are as below:

Type of Identifier	Choose One:	No. of Identifiers Generated from your GS1 Company Prefix (GCP) & example			Cost per generation (RM)	Prerequisites
GTIN-13	**1**	**10 x GTIN-13 numbers**		955 4100xxxx **0** C to 955 4100xxxx **9** C	**100.00**	**Small Block Membership License holder only**
	2	**250 x GTIN-13 numbers** *(250 out of 1,000)*		955 123456 **000** C to 955 123456 **249** C	**375.00**	Specify your GS1 Company Prefix (GCP), e.g. **955 1xxxxx, 955 5xxxxx, 955 6xxx, 955 7xxx**
	3	**1,000 x GTIN-13 numbers**		955 123456 **000** C to 955 123456 **999** C	**500.00**	
GTIN-14	**1**	**80 x GTIN-14 numbers**	Small no. of products, many carton levels needed	**1** 955 123456 **000** C to **8** 955 123456 **000** C until **1** 955 123456 **009** C to **8** 955 123456 **009** C	**100.00**	Provide **10 x GTIN-13** from your allocated block of numbers
	2	**80 x GTIN-14 numbers**	Large no. of products, single level of cartons only	**1** 955 123456 **000** C to **1** 955 123456 **079** C	**100.00**	Provide **80 x GTIN-13** from your allocated block of numbers
SSCC	**1**	**250 x SSCC numbers**		1 955 123456 **0000000** C to 1 955 123456 **0000249** C	**375.00**	Specify your GS1 Company Prefix (GCP)
	2	**1,000 x SSCC numbers**		1 955 123456 **0000000** C to 1 955 123456 **0000999** C	**500.00**	

- Product information must be submitted to GS1 Malaysia using **our official product listing submission Excel template**.
  - **Amending**, **deleting**, or **overwriting the template** outside of the section provided for member data entry will result in rejection of submission.