

Global Data Synchronization

AAFES Supplier Handbook



Global Data Synchronization AAFES Supplier Handbook



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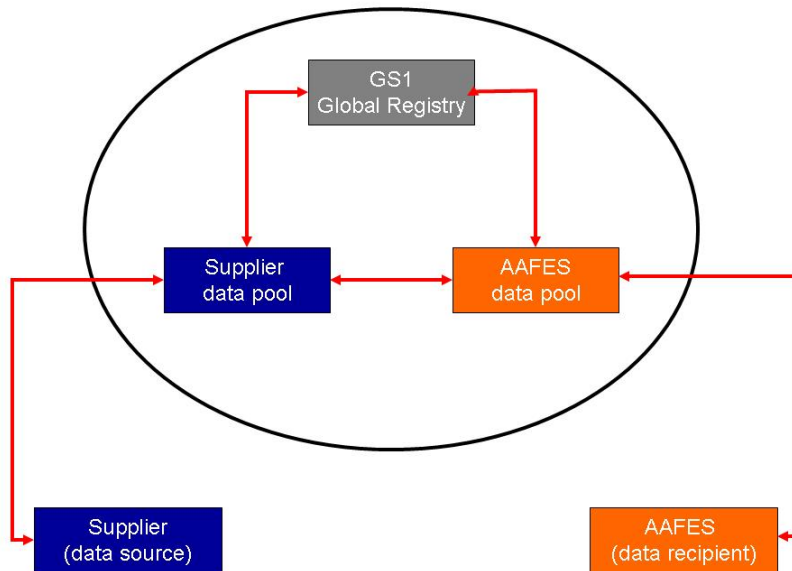


I. Introduction

AAFES has embarked upon the new challenge of utilizing Global Data Synchronization (GDS) to enable product information to be synchronized between us and our suppliers. This process is supported by a global network of data standards specific to industries such as retailers, manufacturers, and distributors. It is vitally important that the product data AAFES has is the same as our supplier's data, and GDS will assist with ensuring this goal is achieved. AAFES began the GDS program mid 2006 and is now positioned to require all of our suppliers to synchronize their existing data and send new product information through the Global Data Synchronization Network (GDSN).

Data synchronization has proven to increase efficiencies and reduce cost throughout the supply chain for both AAFES and our suppliers. Having clean, synchronized, and standard data will positively impact our merchandising, logistics, and warehousing systems, which will produce tangible benefits for all.

AAFES will accept product information from any GDSN certified data pool. A certified data pool will adhere to the standards established by the GS1 organization, which is responsible for the development and implementation of data standards utilized globally. AAFES will use GDS to align all supplier product information, specifically dimensional data, to ensure we all use one version throughout the supply chain.



The purpose of this supplier handbook is to provide AAFES suppliers with the information necessary to guide them through the data synchronization process. This guide is intended as a source of information for a wide-ranging audience.

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II. GDS Set Up

AAFES' preferred method of adding new items to our systems is through the GDSN. It is important that our suppliers understand the concept of data synchronization and how it works before synchronizing data. This section will provide details of the steps required for suppliers.

A. AAFES GDS Attributes

Suppliers must know and understand what information is needed by AAFES for products procured in our merchandise assortment. This information is listed on the [AAFES Attributes for Data Pool Suppliers](#) or can be found in *Appendix 1* of this document. The supplier should review these attributes and gain a thorough understanding of the required information needed to ensure it is complete and accurate.

B. Cleanse Internal Data

Suppliers should cleanse their product data first before sending the information to AAFES or any other retailer. Cleansing entails the review of product information on file and ensuring it is current and accurate (e.g. dimensional data, package quantities, package hierarchy levels, etc.) This will reduce many errors and prevent the transmission of inaccurate information.

C. Select a GDSN Certified Data Pool

The GDSN is structured to allow a supplier to join any single data pool they choose, as long as it is certified. The data pool serves as a central repository to hold all the product information that can be exchanged between the suppliers and retailers.

D. Register items

Once the supplier has selected a data pool and submitted their product information, the data pool will register the items with the GS1 Global Registry. GS1 will provide the supplier their Global Location Number (GLN – a unique identification number derived from the company's UPC prefix) and assist the supplier in creating a Global Trade Identification Number (GTIN) for each item registered or submitted to the data pool.

A separate GTIN is required for each package level hierarchy of an item: (Each, Inner/Pack, Case, Pallet, etc.)

AAFES cannot accept assorted items in shippers, displays and mixed cases/pallets through GDS.

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III. AAFES Set Up

Once the supplier's items have been set up with a certified data pool and are registered with the GS1 Global Registry, they are ready to begin data synchronization. This section will provide details of the steps required for suppliers to begin the implementation process of synchronizing with AAFES.

A. Supplier information

Before the data synchronization process begins, the supplier must complete [The AAFES GDS Supplier Data Sheet](#). See *Appendix 3*. This will allow the AAFES GDS team to set up a profile for the supplier to receive their product information. The data sheet requires basic organizational information, as well as specific global information to include:

1. Supplier's Global Location Number (GLN).
2. Name of the suppliers data pool provider.

B. GDS Prescreen Team

[The AAFES GDS Supplier Data Sheet](#) should be submitted to the GDS Prescreen Team at zzHQSDPrescreen@aafes.com. This team is available to assist you with completing the data sheet. Once this form has been submitted, your company is ready to begin synchronizing data with AAFES. A GDS Rollout Coordinator will contact you to begin the process.

IV. Synchronizing data with AAFES

After the supplier profile has been set up, synchronizing product information between AAFES and the supplier can now begin. This section will provide guidance on how the process works.

A. Publish Items

The supplier (or supplier data pool provider) will publish (send) a limited number of items to AAFES. The product data on the items will be sent via the Catalogue Item Notification (CIN) transaction. These limited items are used to verify that all data validations are met.

Once the validation test is complete, the supplier should publish the remaining items currently ACTIVE within the AAFES merchandise assortment. The GDS Rollout Coordinator will reference the information published for each item with the information AAFES has on file, which triggers the Cleansing Process. See *paragraph C of IV Synchronizing data with AAFES*.

B. Hierarchy requirements

AAFES uses GDS to synchronize key supply chain information for dimensional and package level data. Suppliers are required to publish dimensional data on packaging at the highest hierarchical level of the containment. For example, if the product comes in a pallet, the hierarchy should be published at the pallet level. If the highest is case, the hierarchy should be published at the case level.

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C. Cleansing Process for Existing items

The AAFES cleansing process entails matching the product information published from the supplier with existing information AAFES has on file. Dimensional data for all package levels is passed to the AAFES central item database, Retek Merchandising System (RMS).

Dimensional data received from the supplier will be considered accurate and passed to RMS. Discrepancies found with case pack quantities will be sent to the AAFES buying team to review with the supplier.

Any future updates to quantities and dimensional data should be sent to AAFES via the GDS process.

D. New item inductions

1. New items identified to be added to the merchandise assortment should be published to AAFES via the GDS process.
2. In conjunction with the GDSN publication, the supplier must complete and submit the SD New Item Induction Form (NIIF) to the AAFES buyer. See the buyer for details.
3. The NIIF will be routed to the GDS team for verification of items published. If information is correct, the new items will be approved and inducted into RMS.
4. The items will then be available for ordering.

V. Managing Errors

Inevitably, there will be instances where the item information will not be published correctly. This section will help identify some of the common causes.

A. What causes errors

The supplier should ensure they provide the GLN, Descriptions, GTINs and UPCs when syncing data. The process will fail without them.

There are two common ways data can fail in the GDS process with suppliers:

1. The supplier's data pool fails the data. If the correct information is not provided to meet the GDSN validation rules, the data pool will fail the data and will not allow publication. Suppliers should contact their data pool provider regarding this failure.
2. AAFES fails the data. The data may not meet the requirements of the AAFES solutions provider. If this failure occurs then a message will be sent to the suppliers email address provided and their GDS staff will be contacted by an AAFES GDS team member.

B. How errors are communicated to supplier

Your data pool provider or AAFES will contact you regarding the error via email or telephone.

C. How errors are fixed

The supplier will be provided feedback on what the error is and how to fix it. Once the error is fixed the items should be resubmitted.

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VI. Manual Suppliers

Suppliers with 25 GTINs or less can manually enter items directly into the AAFES data pool portal, known as the Product Information Manager (PIM). For more information on this process, contact the GDS Prescreening Team. Contact information can be found in section *VIII AAFES GDS Contacts*.

VII. AAFES Data Pool Provider

GXS is AAFES' data pool provider.

Hardlines or Consumable Suppliers call:
GXS Onboard Support 800.698.3266, option 3

Softlines/Fashion Suppliers call:
GXS GPC Support 800.334.2255, extension 3000

VIII. AAFES GDS Contacts

GDS Prescreen Team
214-312-4097

zzHOSDEPrescreen@aafes.com

IX. Useful Links

GXS
800-698-3266, option 3
www.gxs.com

1SYNC
866-280-4013
www.1sync.org

1SYNC Customer Support
Customer.support@1sync.org

GS1 US Service Team
937-435-3870, option 7

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Appendix 1

AAFES GDSN Attributes

AAFES Attributes for Data Pool Suppliers	R=Required C=Conditional O=Optional	Definitions
Brand Name	R	This is the recognizable name used by a brand owner to uniquely identify a line of trade item or services. This name is recognizable by the Retailer. Example: The product is Hanover Honey Nut Candy Bars. If Hanover is the name the consumer recognizes, that would be the Brand Name.
GPC (Brick) (8 digits)	R	Unique, 8-digit Global Product Classification Code.
Depth	R	Consumer Trade Item: The measurement from front to back of the trade item, in its packaging. Non-Consumer Trade Item: The measurement of the longest side of the item, in its packaging.
Cash Register Description	R	A free-form short length description of the trade item that identifies the trade item at point of sale. This attribute should represent the shortest description that clearly differentiates the product. Example: Super-Z Honey Cereal is a good description and 10/12 NA/ZPR SZHY N/BNS is NOT a good description. AAFES system will only accept 28 characters for this attribute, if more than 28 characters are sent the data will be truncated.
EANUCC Code (12-14 digits)	R	The data structure assigned and marked on a physical product. The code entered should relate directly to the symbology physically printed on the product (barcode). This code may be either a 8, 12, 13 or 14-digit GTIN.
EANUCC Type (2 digits) Qualifier	R	An EAN.UCC qualifier code that describes the structure of the code.
Functional Name	R	Description of how the consumer uses the trade item product or service. This attribute should clarify the product classification associated with the GTIN. For example, drill, soup, salad dressing, beer.
Global Trade Identification Number (14 digits)	R	Global Trade Item Number (GTIN) - a 14-digit numerical value used to uniquely identify a trade item. A trade item is any product or service upon which there is a need to retrieve pre-defined information and that may be planned, priced, ordered, delivered and or invoiced at any point in any supply chain.
Gross Weight	R	Specifies the weight of the trade item, including all packaging materials. At the pallet level, this attribute includes the weight of the pallet.
Height	R	Consumer Trade Item: The vertical dimension from the lowest extremity to the highest extremity, including packaging. Non-Consumer Trade Item: Same as the consumer trade item - the vertical dimension from the lowest extremity to the highest extremity, including packaging.
Supplier GLN (Global Location Number)	R	Global Location Number (GLN) - A unique 13-digit location number identifying the information owner, e.g., distributor, broker, manufacturer, franchisee. This is not a third party service provider. The information owner is not necessarily the source of the data, but has the responsibility to provide and maintain the data in the Catalogue.
Is Trade Item A Consumer Unit (Y or N)	R	Specifies whether the current hierarchy level of the trade item is intended for ultimate consumption. For retail, this trade item will be scanned at point of sale. At retail, this data is commonly used to select which GTINs should be used for shelf planning and for front end POS databases.
Start Availability Date (Date items are available for ordering)	R	The date and time when the trade item becomes available from the Supplier, including seasonal or temporary trade item and services. This date indicates when the trade item can first be ordered by the buyer from the information provider. It does not indicate when this trade item becomes available to the end consumer. Cannot be later than the End Availability.
Target Market County Code	R	Target Market country code indicates the country level or higher geographical definition where the information provider makes the item available to Retailers. For example, 840 for the United States or 036 for Australia. This indicator does not in any way govern where the buyer may re-sell the GTIN to consumers.
Country Of Origin (2 digit)	R	Country code(s) in which the goods have been produced or manufactured.
Trade Item Description (Long description)	R	Description of the trade item product or service (long description). This attribute should be the concatenation of attribute values for Brand, Sub Brand, Functional Name and Variant. AAFES requires that the trade item description be UNIQUE. Example: Zapper Super-Z Cereal Honey. AAFES system will only accept 28 characters for this attribute, if more than 28 characters are sent the data will be truncated.
Width	R	Consumer Trade Item: The measurement from left to right of the trade item, in its packaging. Non-Consumer Trade Item: The measurement of the shortest side of the item, in its packaging.

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AAFES Attributes for Data Pool Suppliers	R=Required C=Conditional O=Optional	Definitions
Item Description	C	Additional text necessary to communicate to the industry to help define the product, such as additional technical or commercial information. For example, style, color, fragrance. Use this attribute to supply additional information regarding the full make-up of a product.
Class Of Dangerous Goods	C	Required if any other dangerous goods, or hazardous materials, attribute is populated. Dangerous goods classification of the trade item. There are 9 danger classes; some classes are further subdivided into subclasses. The "Class" number explains, in general terms, the nature and properties of the goods and classifies them by significant risk.
Color Code List Agency	C	Code indicating the agency responsible for maintaining the color code. AAFES only accepts National Retail Federation (NRF) color codes.
Color Code Value (3 digit, NRF)	C	National Retail Federation (NRF) color code identifying the color of the trade item.
Color Code Description	C	Free-form text description of the color of the trade item, for example, Meadow Green or Dark Burgundy.
Dangerous Goods A Margin Number	C	Required if any other dangerous goods, or hazardous materials, attribute is populated. The dangerous goods a-margin number that exists in the European dangerous goods agreements (and in the respective national dangerous goods legislation). This attribute indicates if facilitations for the transport of a limited quantity are possible by road or rail. This information must be specified, whether or not the Supplier uses it.
Dangerous Goods Hazardous Code	C	Required if any other dangerous goods, or hazardous materials, attribute is populated. Dangerous goods hazard ID number, that must be applied to the vehicle when transporting this trade item by road or rail, to inform the police, the fire brigade, and others about the kind of danger that the cargo can cause in an accident.
Dangerous Goods Packing Group	C	Required if any other dangerous goods, or hazardous materials, attribute is populated. Indicates the degree of risk the dangerous goods present during transport according to IATA/IMDG/ADR/RID regulations.
Dangerous Goods Regulation Code	C	Required if any other dangerous goods, or hazardous materials, attribute is populated. Code indicating the classification system(s) of dangerous goods or the Agency(ies) responsible for it.
Dangerous Goods Shipping Name	C	Required if any other dangerous goods, or hazardous materials, attribute is populated. Shipping name of the trade item (dangerous goods). The recognized agencies, in their regulations, provide a list of all acceptable shipping names. For example, Flammable Liquid.
Dangerous Goods Technical Name	C	Required if any other dangerous goods, or hazardous materials, attribute is populated. Chemical term of the trade item as listed in the substance list of GGVS (Dangerous Goods Ordinance for Roads) or GGVE (Dangerous Goods Ordinance for Rail). List the technical names in the order that they contribute to the danger from highest to lowest, e.g., main hazard, not necessarily the highest concentration.
Size Description	C	A descriptive size, as labeled on consumer unit. For example, Maxi, Jumbo, Mini, 7, 10, small.
Discontinued Date	C	The date the trade item is no longer to be manufactured. This date must be greater than the date that the item was registered.
Effective Start Date (for suggested retail price)	C	Required if you enter a Suggested Retail Price or an associated End Date. Date when the Suggested Retail Price agreed to by the Trading Partners becomes effective.
Flash Point Temperature/UOM	C	Required if any other dangerous goods, or hazardous materials, attribute is populated. The lowest temperature at which the substance gives off a sufficient vapor to support combustion.
ISBN_Number	C	Number assigned by the International Standard Book Number Agency.
ISSN_Number	C	Number assigned by the International Standard Serial Number Agency.
Minimum Trade Item Lifespan From Time Of Arrival	C	Number of days, guaranteed by the manufacturer, before the expiration date of the trade item. For example, milk products always have a "sell by" date. Therefore, you would enter 14 days for this attribute, if you can guarantee that the Retailer will always receive the product at least 14 days before the "sell by date."
Model Number (stock style)	C	Vendor assigned model number for the trade item. Additional vendor identification number which defines the configuration of the product over and above the item number.
Net Content	C	The amount of the trade item contained by a package as claimed on the label. Retailers use this value to create shelf price tags that match the package. It's important that the value matches the label claim exactly.
Net Weight	C	Weight of the trade item, excluding all packaging materials.
Ordering Lead Time	C	This is the delivery time measured from the time the Supplier receives the order to the time the Supplier ships the order. Days (DA) is the only valid Unit Of Measure (UOM).

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AAFES Attributes for Data Pool Suppliers	R=Required C=Conditional O=Optional	Definitions
Maximum Order Quantity	C	Maximum quantity of the trade item that the Retailer can order. For example, a Geneva watchmaker only allows orders of 10 watches per customer per order to control production for quality control reasons, and to ensure that all customers receive some product. AAFES system will only accept 8 characters for this attribute, if more than 8 characters are sent the additional data will be represented as a decimal.
Minimum Order Quantity	C	An agreed-to minimum quantity of the trade item that the Retailer can order — this applies to each individual order. Example: The Widget Co. has set "10 cases" as the minimum order allowable for Widgets (each case contains 24 widgets); therefore, the attribute value is 10. Then, if Widget Co. allows customers to order using the "each" code (i.e. ordering at the consumer unit level), the "each" trade item would have an OrderQuantityMinimum of 240 (24 in a case times 10).
HI	C	The number of layers that make up packaging configuration. This attribute applies to the highest level of the item hierarchy, e.g., pallet, case; it does not apply to the base trade item unit. For example, if the case item is packed 8 cases per layer on the pallet and 4 layers high, the value of this attribute is 4.
Quantity Of Next Lower Level	C	The number of next lower level trade items that this trade item contains; the number of units for a specific GTIN.
TI	C	Number of trade items contained in a complete layer of a higher packaging configuration. This attribute is used in hierarchical packaging structure of a trade item and cannot be used for the trade item base unit. It applies to logistic units, e.g., case, pallet, etc. For example, if the case item is packed 8 cases per layer on the pallet and 4 layers high, the value of this attribute is 8.
Size Code List Agency	C	Code indicating the agency responsible for maintaining the size code. AAFES only accepts National Retail Federation (NRF) size codes.
Size Code Value	C	National Retail Federation (NRF) size code identifying the size of the trade item.
Suggested Retail Price	C	The retail (to consumer) price, as suggested by the manufacturer. This is usually a proposed value for the trade item for marketing purposes and may or may not appear on the package. The Retailer can use this value as a guideline to establish the actual retail price.
Trade Item Identification Of Next Lower Level Trade Item	C	A reference to the GTIN of the next lower level of trade item that this trade item contains; this attribute is the GTIN for the child item. Example: For a 3-pack of yellow widgets, there is a single child trade item (the yellow widget "each"). The GTIN for the child trade item (the yellow widget "each") is entered here followed by the quantityOfNextLowerLevelTradeItem (separate attribute).
United Nations Dangerous Goods Number	C	Required if any other dangerous goods, or hazardous materials, attribute is populated. The four-digit number assigned by the United Nations Committee of Experts on the Transport of Dangerous Goods to classify a substance or a particular groups of substances.
Variant	C	Explanatory text that identifies the variant of the product. Variants are the distinguishing characteristics that differentiate products with the same brand and size including such things as the particular flavor, fragrance, or taste. For example, Banan

Vendor Portal Attributes (New Items ONLY)		
AAFES Supplier Number	R	8-digit AAFES vendor number
Cost	R	This is the price that AAFES pays for the trade item.
Gift Wrap Indicator (istrade item gift wrapped)	C	Indicates whether or not a trade item is gift wrapped.
Is Trade Item Seasonal	C	Indicates whether or not a trade item is seasonal
Packing Method (istrade item hanging)	C	Indicates whether the garments are FLAT/Folded or on hangers when shipped
Ship Alone Indicator	C	Indicates if the item should be shipped to the customer in a separate package versus being grouped together in a box.
Vendor Ship From	O	Physical location that supplier is shipping the goods from.

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Appendix 2

GDSN Frequently Asked Questions

No.	Question	Answer
1	When will AAFES be ready to accept "Initial Loads"?	AAFES is currently accepting initial loads from any supplier that is set up with a GDSN-certified data pool.
2	What is the role of GS1?	GS1 is a global standards body comprised of member organizations around the world. It develops and ratifies standards for global data synchronization and other electronic commerce business processes through the Global Standards Management Process (GSMP).
3	We do not currently have dimension data. Why does AAFES require that we provide it?	Dimensional data is required to determine PO routing, warehouse storage space, maximize shipments from the AAFES' DC's to the supported stores, and planning shelf space in the stores.
4	How do I measure an item?	GS1 US has published GDSN Package Measurement Rules which establish global standards for the unambiguous definition of nominal package measurement attributes. The standards facilitate communication of linear dimensions and weights for retail and non-retail products from the consumer unit to the non-consumer (case) level and all intermediate packaging levels in between, as well as provides a repeatable process to determine measurements for a given product package when measured by different individuals. The document can be downloaded from the GS1 US website at http://barcodes.gs1us.org/default.aspx?tabid=281 .
5	May I use any data pool or are there only specific ones I can use?	You may use any GDSN-certified data pool.
6	We are on Inovis, not GXS. Can you retrieve my data?	AAFES has partnered with GXS and their preferred solution provider 1SYNC Onboard Support. AAFES will accept data from any GDSN-certified data pool or GXS Global Product Catalogue Service (GPC). If you are using a GDSN-certified data pool, you will need to ensure that you can provide all of the "Required" and applicable "Conditional" attributes.
7	I have more than one vendor code. How should I handle this?	You can only use one "Vendor Code" per item <u>in the supplier's portal for the new item induction.</u>
8	I have more than one Country or Origin. How do I handle this?	We only accept one Country of Origin at this time.
9	I have more than one ship from location. How do I handle this?	While this is an optional attribute, you can only enter one "Ship From" location at this time. You should enter the "Ship From" location for the item(s) that you most frequently sell to AAFES and it must be applicable for the Vendor Code that you entered. All additional ship from locations should be provided to your AAFES buyer.
10	Other retailers I do business with do not require as much data as AAFES. Why does AAFES need this information?	Business requirements vary from retailer to retailer. The attribute information that AAFES is requesting is needed by AAFES to conduct business with their suppliers.
11	Can I enter my items directly on AAFES' web portal?	Manual entry is only a suggested option for suppliers with 10 or less GTINs.
12	What is the deadline date for complying with AAFES' Data Synchronization initiative?	AAFES recommends that you begin the preparation process immediately by reviewing the list of "AAFES Required Attributes" and start gathering your attribute data. The specific deadline will be communicated to suppliers through an email notification. If you have questions, please contact your AAFES buyer or send questions to zhqsdeprescreen@aafes.com .
13	What are the benefits to me for complying with AAFES' Data Synchronization initiative?	To improve supplier relations and remove inefficiencies from our supply chain, AAFES has embarked on an important new initiative called item data synchronization. Item data synchronization is the automated exchange of product information between buyers and sellers. By having accurate, synchronized data in both the AAFES and vendors' databases, all parties achieve economic benefits resulting from fewer invoice and purchase order errors, reduced manual data entry, and faster delivery of new items to our stores, as well as reduced transportation cost.
14	What is data synchronization?	Data synchronization is the automated exchange of product information between buyers and sellers (e.g. GTIN, description, color, and dimensions).
15	What is a GTIN (Global Trade Item Number)?	A GTIN is the globally unique GS1 System identification number for products and services. A Global Trade Item Number may be 8, 12, 13, or 14 digits in length, represented as GTIN-8, GTIN-12, GTIN13, and GTIN-14 respectively.

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No.	Question	Answer
16	What is a GLN (Global Location Number)?	A GLN is the globally unique GS1 System identification number for legal entities, functional entities, and physical locations. The Global Location Number is 13 digits, which comprise a GS1 Company Prefix, Location Reference, and Check Digit. Supply side trading partner locations generally include corporate headquarters, regional offices, warehouses, plants, and distribution centers. Demand side trading partner locations generally include corporate headquarters, divisional offices, stores, and distribution centers.
17	What is GPC (Global Product Classification)?	A Global Product Classification is the GS1 System standard for the classification of products. GPC is a 'flat' classification system based on bricks, attributes, and values. GPC is a required element of the Global Data based on bricks, attributes, and values. GPC is a required element of the Global Data Synchronization Network (GDSN).
18	Who are some US GDSN-certified data pools?	1SYNC Onboard Support is a GDSN-certified data pool. To view a list of additional GDSN-certified data pools, log onto http://www.gs1.org/gdsn . Select "List of GDSN certified data pools".
19	What item attributes do I need to send?	AAFES' attribute requirements document is posted on the AAFES Data Synchronization website. To review the document: (1) Go to www.aafes.com/edi ; (2) Select "Data Synchronization"; (3) Select "GDSN - Attributes required for Certified Data Pool users".
20	What do I need to do to comply?	There are five steps that you should follow as part of the compliance process. They include: (1) Prepare and organize your item data by gathering the attribute information that is required by AAFES; (2) Load and register your item data with GS1; (3) Provide AAFES with information required for the subscription process by completing the "Trading Partner Data Sheet" and send via email to: zzhqsdeprescreen@aafes.com ; (4) Publish your data via your data pool (AAFES' GLN is 0614299000018); (5) Receive Catalogue Item Confirmation (CIC).
21	What is a CIN (Catalogue Item Notification)?	A CIN is a business message used to transmit trade item information from a Data Source to a Data Recipient.
22	What is a CIS (Catalogue Item Subscription)?	A CIS is a business message within the Global Data Synchronization Network (GDSN) used to establish a request from a Data Recipient to a Data Source for the update of trade item information on a continuous basis.
23	How much does it cost to join and use a Data Pool?	Each data pool has its own pricing model. For 1SYNC, fees are based upon total sales volume, not just business with AAFES. For more information you can call 1-800-698-3266, Option 3.
24	How is AAFES going to subscribe to my Item Data?	AAFES plans to subscribe at the GLN and GPC level. Some exceptions may exist where we would need to subscribe at other levels.
25	Can I enter unit of measure in either metric or imperial?	Yes, either metric or imperial can be used. AAFES will automatically convert the information to imperial.
26	Are there any maximum length limitations imposed by AAFES which differ from the GDSN standard?	(1) descriptionShort - AAFES will truncate after 20 characters; (2) tradeItemDescription - AAFES will truncate after 28 characters; (3) OrderQuantityMaximum - AAFES will only accept 8 characters for this attribute. If more than 8 characters are sent, the additional data will be represented as a decimal.
27	Do I need to enter any information via AAFES web portal?	For NEW ITEMS, you will need to enter additional attributes via the web portal. This information is included in AAFES' Data Synchronization Attributes document. To review the document: (1) Go to www.aafes.com/edi ; (2) Select "Data Synchronization"; (3) Select "GDSN - Attributes required for Certified Data Pool users". For EXISTING ITEMS, no entry via the web portal is needed.
28	AAFES' data sync letter to its suppliers states "only publish items to the data pool that you sell to AAFES, not all your items." We publish items for other customers, how do I only publish AAFES specific items? Where are instructions on what I need to do?	A GDS Rollout team member can provide you with the items that are currently in the AAFES system. You can use this to help determine the items that will need to be published. If needed, you can contact the sales representative to get a confirmed list. Once you have the items prepared, you will have them published to the AAFES GLN through your data pool provider.
29	What CIC response messages does AAFES send?	You will receive a Catalogue Confirmation (CIC) notice from AAFES via your data pool. The response codes sent include: (1) ACCEPTED - Item has been approved by the buyer and sent to AAFES' back-end system; (2) REJECTED - Item has been rejected by the buyer for reasons such as unauthorized item; (3) Review - item is under review by the buyer; (4) Synchronized - item has matched and is accepted.

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Appendix 3

GDS Supplier Data Sheet

Global Data Synchronization (GDS) is the preferred method of inducting new items into the AAFES merchandise assortment. This process is supported by the Global Data Synchronization Network's® (GDSN®) established data standards for retailers, manufacturers and distributors. It is vitally important that the product data AAFES has is the same as our supplier's data, and GDS will assist with ensuring this goal is achieved.

To begin synchronizing data with AAFES, please complete the following **AAFES GDS Supplier Data Sheet** and email to zzHQSDEPrescreen@aafes.com. All fields must be completed.

The information provided on the form will be used to set up a profile unique to your company. Once the set up is complete, an AAFES GDS Rollout coordinator will contact your GDS representative to begin testing existing items currently sold to AAFES. All new items must be AAFES Buyer approved.

AAFES Global Location Number (GLN) GLN: 0614299000018

AAFES GDS Contact Information

Email: zzHQSDEPrescreen@aafes.com

Phone: 214-312-4097

Global Data Synchronization Network® (GDSN®) Information

For more information on GDSN visit: <http://www.gs1us.org/>

Global Data Synchronization

AAFES Supplier Handbook



Submit by Email

AAFES GDS Supplier Data Sheet

Information Required

Your Information

AAFES GLN # 0614299000018

Organization Name	<input type="text"/>
Business Commodity (Hardlines, Softlines, Consumables)	<input type="text"/>
Trading Partner Name	<input type="text"/>
Global Location Number (GLN - 13 digit) (required entry for data pool)	<input type="text"/>
Additional ID Type (DUNS#)	<input type="text"/>
Primary GDS Contact Name	<input type="text"/>
Primary GDS Contact Phone	<input type="text"/>
Primary GDS Contact Email	<input type="text"/>
Business Address: Street	<input type="text"/>
Business Address: City	<input type="text"/>
Business Address: State and Zip	<input type="text"/>
Sales Rep Name	<input type="text"/>
Sales Rep Phone	<input type="text"/>
Sales Rep Email	<input type="text"/>
AAFES Vendor Number(s)	<input type="text"/>
Certified Data Pool Name (1Sync, SA2, Big Hammer, Commport)	<input type="text"/>
3rd Party Provider (if applicable)	<input type="text"/>
Manual	<input type="text"/>

Email completed form to: zzHQSDEPrescreen@aafes.com.