ARGE Neue Medien

International data quality guideline 2.0

Annex:

Data quality requirements

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Quality requirements

The requirements pertaining to the manufacturers' article data are documented below on the basis of the general stipulations on data content and categories. In terms of content, the quality requirements break down into

- general use/delivery of data content
- technical requirements relating to provision of data.

The breakdown of this document into chapters is based on the document International Data Quality Guideline - Annex Definition of Data Content, which specifies all data content in detail and is additionally used for further information.

Categories

In specifying the content described in the previous document, a distinction is made between three different types of information to be provided:

Mandatory:

This concerns content which is vital for the successful provision of data on a technical level and in terms of content, and mandatory content which is crucial to the quality of the data. An example of a technical mandatory item is the article number, in order to enable processing of the master data record. An example of a content-related mandatory item is the product number.

Conditional mandatory:

An item of content consists of various details. If the content item begins with the first detail, this may necessitate further details. For example, a price specification consists of the actual price, i.e. the value, but also of further necessary items of information detailing the price type, currency, price basis and price basis unit.

Another example is "hazardous material" as a property of a product. Specification of this property further necessitates specification of the UN number, the hazard class or the carriage category.

If mandatory and conditional items of information are not specified, the data delivery will be rejected by the International Data Management system and it will thus not be possible to provide this information on SYNOMAX.

Optional:

Content items belonging to this category are not mandatory on a technical level or in terms of content, but are urgently recommended as they help to enhance data quality. An example of such content is the logistical data pertaining to the article. To ensure the best possible quality of data, as much optional content as possible should be specified.

1 National supplements

Complementing transnational data quality requirements known country specifics are explicitly listed in this section and must be observed in data deliveries for the respective country.

Netherlands:

Catalog level

Excerpt: head data on total data delivery - National supplements Netherlands		
Content	Comments/Information	Category
manufacturer_GLN	For data deliveries NL either GLN or DUNS must be filled	Conditional mandatory
manufacturer_DUNS	For data deliveries NL either GLN or DUNS must be filled	Conditional mandatory

Item level

Product texts

Shorttext 1 and 2		
Text duplicates should be avoided. Note: For replacement parts texts duplicates can be avoided if the item number is used in the text.		
Content	Comments/Information	Category
short_text_1	Max 35 letters	Mandatory
short_text_2	Max 35 letters	Optional

2 Catalogue level

2.1 Header data for complete data delivery		
Content	Comments/Information	Category
manufacturers_short_name	Short form of manufacturer's name without legal form (e.g. Ltd)	Mandatory
manufacturer_ID	The manufacturer ID (HerstellerID) is allocated solely for member companies of ARGE Neue Medien for the purposes of data deliveries on SYNOMAX.	Optional
manufacturer_abbreviation	The manufacturer’s abbreviation is allocated solely for member companies of ARGE Neue Medien for the purposes of data deliveries on SYNOMAX.	Conditional mandatory
manufacturer_GLN		Conditional mandatory
manufacturer_DUNS		Conditional mandatory
catalogue_ID		Optional
catalogue_name		Mandatory
start_of_validity		Mandatory
end_of_validity		Mandatory
data_delivery_designation		Mandatory

2.2 Classification of documents at header level		
Content	Comments/Information	Category
document	Name of the document file (cf. International Data Quality Guideline - Annex Definition of Data Content 2.7 Media data for articles)	Optional
document_type	When a document is assigned to a data delivery at header level, specification of the corresponding document type is mandatory.	Conditional mandatory
image_use	When a document (image) is assigned to a data delivery at header level, specification of the corresponding usage of the image is mandatory.	Conditional mandatory
document_designation		Optional
document_sequence		Optional

3 Article level

3.1 Article data

3.1.1 Article numbers		
Content	Comments/Information	Category
factory_article_number		Mandatory
factory_article_number_catalogue		Optional
GTIN (EAN)	If the manufacturer uses GTINs, these should be supplied for all articles.	Optional

3.1.2 Article types

Selection of an article type for all the articles belonging to a range serves to control specific quality requirements. The specification of article types is thus necessary from a technical point of view. In terms of content, not all predefined article types are of relevance to the participating market partners.

Article type	GTIN	Packaging, dimensions, weight of package	Short text	Images
Standard article	Optional	Optional	Mandatory	Optional
Replacement part	Optional	Optional	Duplicate text is not permitted. Note: In the case of spare parts, duplicate text can be avoided if the article number is used in the text.	Optional
Variant	Optional	Optional	Mandatory	Optional
Customised production	Optional	Optional	Mandatory	Optional
Service/ Software	Optional	Optional	Mandatory	Optional
Package / Set	Optional	Optional	Mandatory	Optional
Special article	Optional	Optional	Mandatory	Optional
Calculation article	Optional	Optional	Mandatory	Optional
Bulk materials	Optional	Optional	Mandatory	Optional

3.1.3 Validity of article		
Optional		
Content	Comments/Information	Category
start of validity	When the Start of validity of article is specified, the End of validity of article must also be specified.	Conditional mandatory
end of validity	When the Start of validity of article is specified, the End of validity of article must also be specified.	Conditional mandatory

3.1.4 Alternative, phase-out and follow-up article		
Content	Comments/Information	Category
alternative_article		Optional
discontinuation_article	Specification via Yes / No / Yes with follow-up article	Mandatory
discontinuation_date	When Yes is stated to confirm that an article is a phase-out article, specification of a discontinuation date is mandatory.	Conditional mandatory
follow-up_article_number_1		Conditional mandatory
follow-up_article_number_2		Optional
follow-up_article_number_3		Optional

3.1.5 Deep Link		
Content	Comments/Information	Category
deep_link_URL	The deep link must be a valid URL linking to additional detailed information on the article.	Optional
deep_link_description	Description of deep link	Optional

3.1.6 Details of raw materials relating to article		
Optional, multiple assignments possible per article		
Content	Comments/Information	Category
material		Conditional mandatory
weight_basis	When details of raw materials are available for an article, specification of a weight basis is mandatory.	Conditional mandatory
basis_unit	When details of raw materials are available for an article, specification of a basic unit is mandatory.	Conditional mandatory
proportion_by_weight	When details of raw materials are available for an article, specification of the proportion by weight is mandatory.	Conditional mandatory
proportion_unit	When details of raw materials are available for an article, specification of the proportional unit is mandatory.	Conditional mandatory
quotation_of_raw_material	When details of raw materials are available for an article, specification of a raw material price is mandatory.	Conditional mandatory

3.1.7 Check number		
Content	Comments/Information	Category
check_number	Tested safety (GS mark)	Optional

3.1.8 Energy efficiency category		
Content	Comments/Information	Category
energy_efficiency_category	When the article is subject to the ERP (Energy-Related Product) directive and possesses an energy efficiency class, specification of the following information is recommended in the interests of enhanced data quality. Specification of an energy efficiency category requires an additional data sheet and a label as a document. (cf. International Data Quality Guideline - Annex Definition of Data Content 2..1.8 Energy efficiency category)	Optional

3.1.9 Article accessories		
Optional, multiple assignments possible per article		
Content	Comments/Information	Category
article_attachment_number	Factory article number of the accessory	Conditional mandatory
article_designation	Indication as to whether the accessory is necessary in order to use the product: true/false	Conditional mandatory
quantity	When an accessory is included, specification of the quantity is mandatory.	Conditional mandatory
quantity_unit	When an accessory is included, specification of the quantity unit is mandatory.	Conditional mandatory

3.2 Prices

3.2.1 Price on inquiry		
Content	Comments/Information	Category
price_on_request	Specification as to whether the price to be supplied is a price on inquiry: true/false	Mandatory

3.2.2 Factory list price		
Content	Comments/Information	Category
factory_list_price_value	0 may only be specified for a factory list price if this corresponds 100 % to reality. If only an RRP is available, this must be supplied as the factory list price and the RRP.	Conditional mandatory
factory_list_price_currency	If a factory list price is used, specification of the currency is mandatory.	Conditional mandatory
factory_list price_basis	If a factory list price is used, specification of the price basis is mandatory.	Conditional mandatory
factory_list_price_price_quantity_unit	If a factory list price is used, specification of the price quantity unit is mandatory.	Conditional mandatory

3.2.3 Recommended retail price (RRP)		
Content	Comments/Information	Category
RRP_price_value		Optional
RRP_currency	If an RRP is optionally used, specification of the currency is mandatory.	Conditional mandatory
RRP_price_basis	If an RRP is optionally used, specification of the price basis is mandatory.	Conditional mandatory
RRP_quantity_unit	If an RRP is optionally used, specification of the price quantity unit is mandatory.	Conditional mandatory

3.2.4 VAT		
Content	Comments/Information	Category
value_added_tax_class	VAT of the article in percent	Mandatory

3.3 Article texts

3.3.1 Short text 1 and 2		
Duplicate text should always be avoided. Note: In the case of spare parts, duplicate text can be avoided if the article number is used in the text.		
Content	Comments/Information	Category
short_text_1		Mandatory
short_text_2		Optional

3.3.2 Long texts (optional)		
Content	Comments/Information	Category
long_text_number	When long texts are saved, specification of a corresponding long text number is mandatory.	Conditional mandatory
long_text_line_number	When long texts are saved, specification of a corresponding long text line number is mandatory.	Conditional mandatory

3.3.3 Dimension texts		
Optional, multiple assignments possible per article		
Content	Comments/Information	Category
product_specific_text_line_number	When dimension texts are saved, specification of a corresponding dimension text line number is mandatory.	Conditional mandatory
product_specific_text_line	When dimension texts are saved, specification of a corresponding dimension text line is mandatory.	Conditional mandatory

3.4 Group allocation

Content	Comments/Information	Category
commodity_group_ID		Mandatory
product_group_ID		Mandatory
discount_group_ID		Optional
bonus_group_ID		Optional

3.5 Logistics

3.5.1 Net dimensions and weights		
Optional, multiple assignments possible per article		
Content	Comments/Information	Category
Dimension		Conditional mandatory
Dimension value	When net dimensions and weights are supplied, specification of a dimension value is mandatory.	Conditional mandatory
Unit of measure	When net dimensions and weights are supplied, specification of the unit of measure is mandatory.	Conditional mandatory

3.5.2 Packaged basic articles		
Optional Dimensions and weights of the packaged basic article = 1 piece of packaging, the dimension specifications are mutually dependent		
Content	Comments/Information	Category
measure_A		Conditional mandatory
measure_unit_A	If dimension a is defined, specification of the unit is mandatory.	Conditional mandatory
measure_B		Conditional mandatory
measure_unit_B	If dimension b is defined, specification of the unit is mandatory.	Conditional mandatory
measure_C		Conditional mandatory

measure_unit_C	If dimension c is defined, specification of the unit is mandatory.	Conditional mandatory
weight		Conditional mandatory
measure_A	If the weight is defined, specification of the unit is mandatory.	Conditional mandatory
measure_unit_A		Optional

3.5.3 Packaging units (VPE)		
Optional, multiple assignments possible per article		
Content	Comments/Information	Category
Specification of up to a maximum of 5 packaging units with own GTIN. The specification Packaged basic articles is sufficient for articles without packaging units.		
The following details are specified per defined packaging unit:		
packaging_unit_1_packaging_type		Conditional mandatory
packaging_unit_1_quantity	When packaging units are defined for articles, specification of the appurtenant quantity in each case is mandatory.	Conditional mandatory
packaging_unit_1_quantity_unit	When packaging units are defined for articles, specification of the appurtenant quantity unit in each case is mandatory. This is identical to the quantity unit on the article	Conditional mandatory
packaging_unit_1_GTIN_EAN		Optional
packaging_unit_1_measure_A	Dimension and unit are mutually dependent	Conditional mandatory
packaging_unit_1_measure_A_unit	If dimension a of the PU is defined, specification of the unit is mandatory.	Conditional mandatory
packaging_unit_1_measure_B		Conditional mandatory
packaging_unit_1_measure_B_unit	If dimension b of the PU is defined, specification of the unit is mandatory.	Conditional mandatory

packaging_unit_1_measure_C		Conditional mandatory
packaging_unit_1_measure_C_unit	If dimension c of the PU is defined, specification of the unit is mandatory.	Conditional mandatory
packaging_unit_1_weight		Conditional mandatory
packaging_unit_1_weight_unit	If the weight of the PU is defined, specification of the unit of weight is mandatory.	Conditional mandatory

3.5.4 Minimum order quantity		
Content	Comments/Information	Category
min_order_quantity		Mandatory
min_order_unit	Identical to the quantity unit on the article.	Mandatory

3.5.5 Hazardous material		
Content	Comments/Information	Category
hazardous_material_ID	Indication by true/false	Mandatory
UN_number	If an article is identified as a hazardous material, specification of the UN number is mandatory.	Conditional mandatory
danger_class	If an article is identified as a hazardous material, specification of the hazard class is mandatory.	Conditional mandatory
carriage_category	If an article is identified as a hazardous material, specification of the carriage category is mandatory.	Conditional mandatory

3.5.6 Article sets		
Optional, multiple assignments possible per article		
Content	Comments/Information	Category
factory_article_number	Number of the article set	Conditional mandatory
allocated_article	When an article set is supplied, specification of the articles (article numbers) assigned to the set is mandatory	Conditional mandatory
quantity	When an article set is supplied, specification of the quantity of articles assigned to the set is mandatory	Conditional mandatory
quantity_unit	When an article set is supplied, specification of the quantity unit for the articles assigned to the set is mandatory.	Conditional mandatory

3.5.7 Shelf life		
Content	Comments/Information	Category
durability_period		Optional

3.5.8 Standard delivery time		
Content	Comments/Information	Category
standard_delivery_period		Optional

3.5.9 Exportable articles		
Content	Comments/Information	Category
exportable	Indication by true/false	Mandatory
commodity_number	If the article is exportable, specification of the country of origin is mandatory.	Conditional mandatory
country_of_origin	If the article is exportable, specification of the product number is mandatory.	Conditional mandatory

3.6 Media data for articles

3.6.1 Images		
Optional, multiple assignments possible per article		
Web images		
Product-related web images must show the article or a substitute product.		
Content	Comments/Information	Category
document		Conditional mandatory
document_type	When a web image is assigned to an article, specification of the document type is mandatory.	Conditional mandatory
image_Use	When a web image is assigned to an article, image usage is always “Web”.	Conditional mandatory
substitute_ID	When a web image is assigned to an article, specification of the Substitute_ID is mandatory.	Conditional mandatory
document_description		Optional
document_sort_sequence		Optional
Printed images (optional, multiple assignments possible per article		
Product-related printed images must show the article or a substitute product.		
Content	Comments/Information	Category
document		Conditional mandatory
document_type	When a printed image is assigned to an article, specification of the document type is mandatory.	Conditional mandatory

image_Use	When a printed image is assigned to an article, image usage is always “Print”.	Conditional mandatory
substitute_ID	When a printed image is assigned to an article, specification of the Substitute_ID is mandatory.	Conditional mandatory
document_description		Optional
document_sort_sequence		Optional

3.6.2 Documents		
(optional, multiple assignments possible per article) Supply of documents is optional, depending on selected article type or marking on article.		
Content	Comments/Information	Category
document		Conditional mandatory
document_type	When further documents relating to articles are delivered, specification of the document type is mandatory.	Conditional mandatory
document_description	When further documents relating to articles are delivered, specification of the document designation is mandatory.	Conditional mandatory
document_sort_sequence	When further documents relating to articles are delivered, specification of the document sort order is mandatory.	Conditional mandatory

3.7 Attributes

3.7.1 Attributes		
Delivery of attributes is optional, depending on selected article type or marking on article, and multiple assignments are possible per article.		
Content	Comments/Information	Category
attribute_system		Conditional mandatory
attribute_class		Optional
attribute_feature		Conditional mandatory
attribute_value		Conditional mandatory
attribute_unit		Optional

4 Definition of long texts

4.1 Long texts		
Specification of long texts and long text lines which can be assigned to the articles in the catalogue.		
Content	Comments/Information	Category
long_text_number	Identification number of long text	Conditional mandatory
long_text_line_number	Line number of the long text	Conditional mandatory
long_text_line	Text line of the long text	Conditional mandatory

5 Definition of groups

Content	Comments/Information	Category
5.1 Commodity group		Mandatory
group_type		Mandatory
group_number		Mandatory
group_designation		Mandatory
commodity_group_ID		Mandatory
5.2 Product group		Mandatory
group_type		Mandatory
group_number		Mandatory
group_designation		Mandatory
product_group_ID		Mandatory
5.3 Discount group		Optional
group_type		Conditional mandatory
group_number	When the discount group is used, specification of the group number is mandatory.	Conditional mandatory
group_designation	When the discount group is used, specification of the group designation is mandatory.	Conditional mandatory
discount_group_ID	When the discount group is used, specification of the discount groups ID is mandatory.	Conditional mandatory

5.4 Bonus group		Optional
group_type		Conditional mandatory
group_number	When the bonus group is used, specification of the group number is mandatory.	Conditional mandatory
group_designation	When the bonus group is used, specification of the group designation is mandatory.	Conditional mandatory
bonus_group_ID	When the bonus group is used, specification of the bonus groups ID is mandatory.	Conditional mandatory

5.5 Group document allocations		
optional, multiple assignments possible per group		
Content	Comments/Information	Category
document		Conditional mandatory
document_tye	When a group document is stated, specification of the document type is mandatory.	Conditional mandatory
image_Use	When a group document is stated, specification of the image use is mandatory.	Conditional mandatory
document_description		Optional
document_sort_sequence		Optional