



Data Quality Guideline of the HVAC Industry

Annex 2 to the DQG 7.0:

Data Quality Requirements of the DG Haustechnik

Version 7.0

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Introduction

ARGE Neue Medien and DG Haustechnik have been working together in the field of data quality management for many years. In the course of this cooperation, the quality of article master data has already been substantially improved.

Improving data quality is a continuous process. Technological, organizational, and logistic developments keep presenting new or altered requirements on the quality of article master data.

Therefore, the parties involved agree, in line with their joint activities for data quality improvement, on familiarizing their members with the criteria for improved data quality. The definition of quality requirements provided to the industry by DG Haustechnik as the driving force is to optimize not only the processes between trade and industry, but also the downstream processes of the trade in the direction of the crafts. In this context, the ARGE Neue Medien is committed to taking care of its member companies, making sure that the industrial companies take the necessary steps for the implementation/integration of the requirements and impulses from the trade point of view. The ARGE aims to ensure that all members fulfil these requirements.

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1 Table of contents

1	Quality requirements of the DG Haustechnik	10
1.1	Quality categories	10
1.2	Article types	11
2	Header data	12
2.1	Data contents at header level	12
3	Basic article data	13
3.1	Article numbers	13
3.2	Article validities	13
3.3	Deletion of articles	13
3.4	Alternative articles, discontinued articles, and successor models	13
3.5	Production period	14
3.6	Deep Link	14
3.7	Raw materials	14
3.8	Series	14
3.9	Model number	14
3.10	WELL label	15
3.11	Accessories	15
3.12	Control indicators	15
4	Product texts	16
4.1	Short texts	16
4.2	Long texts	16
4.3	Dimension texts	16
4.4	Other text types	16
5	Attributes	17
5.1	Extended characteristics as attributes	17
5.2	Regulations	17
5.2.1	Energy efficiency classes	17
5.2.2	UBA Positive List	18

5.2.3	Hazardous goods	18
5.2.4	REACH Regulation.....	18
5.2.5	Hazardous substances	19
5.2.6	Battery information	19
5.2.7	Indication ECHA data base	19
5.2.8	WEEE registration number	19
6	Prices.....	20
6.1	Price information.....	20
6.2	Price on request	20
6.3	Sales tax class	20
6.4	Sales tax class	Fehler! Textmarke nicht definiert.
7	Groups	22
7.1	Group types	22
7.2	Group allocations	22
7.3	Group document allocation	22
8	Logistics	23
8.1	Net dimensions and weights	23
8.2	Basic article.....	23
8.3	Packaging units	24
8.4	Minimum order quantity.....	24
8.5	Article sets	24
8.6	Durability	25
8.7	Standard delivery period.....	25
8.8	Exportable articles	25
9	Media data.....	26
9.1	Images.....	26
9.1.1	Web images	26
9.1.2	Print images.....	26
9.2	Documents.....	27

9.3	Exploded view drawing	27
10	Spare parts lists	28
10.1	Spare parts list	28
10.2	Spare parts list allocation.....	28
11	Historical products	29
11.1	Historical products	29
11.2	Allocation of documents to historical products	29

Version history

Annex 2 to the DQG 7.0 as of 10/12/2020

Overview of alterations and amendments to DQG 6.0, Annex 2

Chapter 1.2 Article types

Inclusion of the article „price line article“ and „fees“

Chapter 2.1 Data contents of header level

Inserting of test constant

Chapter 5 Attributes

Inclusion of the allocation to fee articles

Generating of the attribute system “Regulations” including the classes for imaging the different regulations

Shifting the following contents to the attributes

UBA Positive list

REACH attribute

Disposal / WEEE registration number

Chapter 5.4 Allocation of fee articles

Mapping the allocation of fees

Chapter 5.5.1 ErP (heating label)

Inclusion of attribute classes

Chapter 5.5.2 Energy efficiency classes

Enhancement of the definition and attribute names. Inclusion of an example.

Chapter 5.5.3 UBA Positive list

Enhancement of the definition and attribute names. Inclusion of an example.

Chapter 5.5.4 Hazardous good

Inclusion of further information about hazardous good

Enhancement of the definition and attribute names. Inclusion of an example.

Chapter 5.5.8 Indication ECHA data base

Inclusion of the indication

Chapter 6.4 Price lines

Inclusion of prices for price line articles

Annex 2 to the DQG 6.0 of 12/02/2020

Overview of alterations and amendments to DQG 5.2, Annex 2

Chapter 1.1 Provision of data

Request inserted

Chapter 2.1 Data contents at header level

Deletion of the WEEE registration number

Chapter 3.2 Article validities

Inclusion of the end of validity as an optional field

Deletion of Chapter 3.11 Energy efficiency class

Chapter 3.13 Article accessories

Deletion of the article identification

Chapter 3.15 WEEE

Addition of the WEEE registration number at article level

Chapter 5 Attributes

Differentiation of quality requirements

Inclusion of Chapter 8.6 Hazardous Material Information

Annex 2 to the DQG 5.2 of 29/11/2019

Overview of alterations and amendments to DQG 5.1, Annex 2

Inclusion of Chapter 8.5.2 Battery Information

Annex 2 to the DQG 5.1 of 07/06/2019

Overview of alterations and amendments to DQG 5.0, Annex 2

Chapter 2.1 Packaging disposal

Information on packaging disposal added at header level.

Annex 2 to the DQG 5.0 of 12/04/2019

Overview of alterations and amendments to DQG 4.0, Annex 1

Chapter 1.2 Article types

Integration of standard delivery time and quality requirements

Adaptation of quality requirements on GTIN

Chapter 3.3 Deletion of products

Integration of the process of deleting a product and insertion of a deletion indicator

Chapter 3.13 Accessories

Adaptation of the description and the quality requirements

Chapter 4.1 Additional product texts

Adaptation of the quality requirements

Chapter 5.1 Article attributes

Integration of the Assumption of Liability Agreement of the ZVSHK

Chapter 8.5.1 REACH Regulation

Text adaptation

Chapter 8.8 Standard delivery period

Adaptation of the description and the quality requirements

Annex 2 to the DQG 4.0 of 28/03/2018

Overview of alterations and amendments to DQG 3.0, Annex 2, Version 1.1:

Chapter 1.2 Article types

Alterations to the quality classifications and short texts re spare parts; information text added

Chapter 2.1 Data contents at header level

Alterations to the quality classifications and amendments to the notes

Chapter 3.3 Alternative articles, discontinued articles, and successor models

Alterations to the quality classifications and amendments to the notes

Chapter 3.4 Production period

Alteration to the quality classification

Chapter 3.5 Specifications/Bill of Quantities

Deletion of the Chapter

Chapter 3.6 Raw materials

Amendments to the notes

Chapter 3.8 New: 3.7 UBA Positive List

Amendments to the notes

Chapter 3.9 Check number

Deletion of the Chapter

Chapter 3.12 New: 3.10 Energy efficiency class

Amendments to the notes

Chapter 4.1 Short texts

Amendments to the notes

Chapter 4.2 Long texts

Amendments to the notes

Chapter 5 Attributes

Extension <Attribute value 2> to illustrate RANGE characteristics

Chapter 6.1 Price information

Amendments to the notes

Chapter 6.2 Price on request

Amendments to the notes

Chapter 7.1 Group types

Amendments to the notes

Chapter 7.2 Group allocations

Amendments to the notes

Chapter 8.1 Net dimensions and -weights

Alteration to the quality classification

Chapter 8.5.1 REACH Regulation

New data content

Chapter 8.9 Exportable articles

Alteration to the quality classification

Chapter 9.1.1 Web images

Content-related adaptation of the notes

Chapter 9.1.2 Print images

Content-related adaptation of the notes

1 Quality requirements of the DG Haustechnik

Based on the general definitions of data contents and quality categories (cf. Annex: “Definition of Data Contents and Data Quality Principles “), the requirements of the members of the DG Haustechnik on the article data provided by the suppliers are documented hereinafter. As regards content, the quality requirements are divided into

- General use/provision of data contents
- Technical requirements on data provision

The chapters in this document are structured as those in Annex 1, which describes all data contents in detail and serves as reference for further information.

Within the framework of the quality management of ARGE Neue Medien, the ARGE members' data quality is certified (Green Check Mark) on the basis of the requirements illustrated herein. Certification can only be obtained if the member fulfils the requirements of quality categories 1 to 3 in accordance with the quality requirements specified herein. In the event that company guidelines prevent the fulfilment of all quality requirements on master data, this information has to be stored in the so-called manufacturer profile.

This document assumes that necessary conditions or prerequisites for data contents, such as field lengths or formats, are complied with.

1.1 Quality categories

The following quality categories are distinguished:

- 1 = technically necessary
- 1* = technically necessary if used
- 2 = quality criterion obligation
- 3 = conditional quality criterion obligation
- 4 = complementary quality criterion for good data quality
- 5 = optional
- 0 = of no relevance to DGH

1.2 Article types

All assortment articles are assigned an article type in order to control specific quality requirements. Hence, stating article types is technically necessary (quality criterion 1). As regards content, not all predefined article types are relevant to the market partners involved.

Every assortment article is assigned an article type according to the following table:

Article type	GTIN	Logistics (packaging dimensions, weight, package)	Short text	Image data	Standard delivery period
Standard item	3	2	1	2	2
Spare part A	3	2	Special regulation (cf. Annex 1, Chapter 4.2)	2	2
Spare part B	3	2	Special regulation (cf. Annex 1, Chapter 4.2)	3	2
Spare part C	3	3	Special regulation (cf. Annex 1, Chapter 4.2)	3	4
Variant	5	5	1	2 (substitute, if necessary)	2
Customization	5	5	1	5	4
Service/Software	5	5	1	5	4
Package/Set	3	5	1	5	4
Non-core items (< 1 % assortment)	5	5	1	5	5
Calculation items	5	5	1	5	5
Bulk goods	3	4	1	5	2
Price line article	3	2	1	2	2
Fee	3	5	1	5	5

During data verification, the completeness of logistic information and image data is ascertained as a quality criterion.

2 Header data

2.1 Data contents at header level		
Header data for the entire data delivery		1
Content	Notes/annotations	Quality category
Data supplier ID		5
Data supplier's name		1
Data supplier's ARGE code		5
Catalogue ID		5
Catalogue name		1
Catalogue start of validity		1
Catalogue end of validity	Purely informative	5
Description of the data delivery		1
Item with system-relevant packaging included	Article with packaging subject to system participation available	1
LUCID number	LUCID Packaging Register number	3
Disposal service provider	Name of the disposal service provider	1
Test constant	Test constant for ensuring the font. Constant value "1234567890abcdefghijklmnopqrstuvwxyzüöä ÜÖÄÜß@€"	1

3 Basic article data

3.1 Article numbers		
Provision of at least one article number		1
Content	Notes/annotations	Quality category
Factory article number		1
Factory article number catalogue		5
Trade article number		0
GTIN (EAN)	For most article types, stating the GTIN is mandatory. Exceptions: cf. Chapter 1.2 Article types	3

3.2 Article validities		
Specification of validities at article level		1
Content	Notes/annotations	Quality category
Article start of validity	Start of validity at article level: delivery to the ARGE 6 weeks prior to start of validity.	1
Article end of validity	End of validity at article level: data remain valid until start of validity of the next data delivery.	5

3.3 Deletion of articles		
Deletion of an article		3
Content	Notes/annotations	Quality category
Deletion	Labelling: Yes, No	3

3.4 Alternative articles, discontinued articles, and successor models		
Specification of an alternative article	Provision is mandatory if used in other publications	3
Specification of a discontinued article		1
Content	Notes/annotations	Quality category
Alternative article	Provision is mandatory if used in other publications.	3
Labelling discontinued article	Specification of a successor model article number is mandatory if an article is labelled as a discontinued article with successor model.	1
Discontinuation date		1*
Successor model 1, 2, 3	Mandatory if a discontinued article is labelled accordingly	3

3.5 Production period		
Specification of the production period of an article		5
Content	Notes/annotations	Quality category
Start of the production period		5
End of the production period		5
Production period text		5

3.6 Deep Link		
Provision of a Deep Link		5
Content	Notes/annotations	Quality category
Deep Link	The Deep Link must be the URL of a website to access further article information.	5

3.7 Raw materials		
Information on the raw materials of an article (provision is mandatory if used in other publications)		3
Content	Notes/annotations	Quality category
Material		1*
Weight basis		1*
Basic unit		1*
Weight proportion		1*
Proportion unit		1*
Commodity price basis		1*

3.8 Series		
Specification of a product series		5
Content	Notes/annotations	Quality category
Series		5

3.9 Model number		
Specification of a model number		5
Content	Notes/annotations	Quality category
Model		5

3.10 WELL label

WELL label stored as a supplementary document	5
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3.11 Accessories

Specification of one or more accessories. Indicating one or more accessories is mandatory if such accessories are included in publications, e.g. print materials.		3
Content	Notes/annotations	Quality category
Accessory	Specification of the factory article number	1*
Quantity		1

3.12 Control indicators

Setting of control indicators for the systems of the ARGE – of no relevance for the DGH	0
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4 Product texts

4.1 Short texts		
Provision of a short article text		1
Content	Notes/annotations	Quality category
Short text 1	If necessary, deviation from the attribute order as defined by the rules committee (WG Master Data Standardization)	1
Short text 2	If necessary, deviation from the attribute order as defined by the rules committee (WG Master Data Standardization)	5

4.2 Long texts		
Provision is mandatory if used in other publications. Exception: Spare parts listed in spare parts lists		3
Content	Notes/annotations	Quality category
Long text number		1*
Long text line number		1*
Long text		1*

4.3 Dimension texts		
Provision of dimension texts, if available		3
Content	Notes/annotations	Quality category
Dimension text line number		1*
Dimension text line		1*

4.4 Other text types		
Specification of other text types		1
Content	Notes/annotations	Quality category
Short article summary		1
Article summary	Provision is mandatory if used in other publications, e.g. web or print.	3
Marketing text		5
Application advice		5

5 Attributes

5.1 Extended characteristics as attributes		
Specification of attributes of an article:		
• ETIM classification		5
• Keywords		5
• Assumption of Liability Agreement of the ZVSHK		5
• Allocation of fees to articles		3
• Regulations		
○ ERP (heating label)		5
○ Energy efficiency classes		3
○ UBA Positive list		1
○ Hazardous goods		1
○ REACH indication		1
○ Information on hazardous substances		1
○ Battery information		1
○ Indication ECHA data base		1
○ Disposal		3
Content	Notes/annotations	Quality category
Attribute system	Unambiguous name of the system; e.g. ETIM version, ERP x, y, INDIV	1*
Attribute class	Mandatory with ETIM	3
Attribute name		1
Attribute value		1
Attribute value2	RANGE characteristics	3
Attribute unit		5
Attribute value description	Complementary description	5

5.2 Regulations

5.2.1 Energy efficiency classes	
Specifications of energy efficiency classes	3

5.2.2 UBA Positive List		
Labelling of articles subject to the Positive List		1
Content	Notes/annotations	Quality category
UBA Positive List labelling		1
UBA requirement labelling	Mandatory, if the article is subject to the Positive List.	3

5.2.3 Hazardous goods		
Labelling of hazardous goods		1
Content	Notes/annotations	Quality category
HAZMAT labelling		1
UN number		4
Hazard class		4
Transportation category		4
Official designation		4
Technical designation		4
Hazard label		4
Packaging group		4
Number of shipped items		4
Description of shipped items		4
Tunnel restriction code		4
Water dangerous good class		4
Restricted amount		4

5.2.4 REACH Regulation		
Labelling of hazardous goods in accordance with REACH		1
Content	Notes/annotations	Quality category
REACH labelling		1
Date of the last verification of the REACH list	Provision required if REACH label has been set	3

5.2.5 Hazardous substances		
Information on hazardous substances		1
Content	Notes/annotations	Quality category
Hazardous substance labelling		1
Trade name	Provision required if specified in the Safety Data Sheet	3
Supplementary information	Provision required if specified in the Safety Data Sheet	3
Signal word Attention	Provision required if specified in the Safety Data Sheet	3
Signal word Danger	Provision required if specified in the Safety Data Sheet	3
Storage class	Provision required if specified in the Safety Data Sheet	3
Registration number	Provision required if specified in the Safety Data Sheet	3
Commercial only	Provision required if specified in the Safety Data Sheet	3
GHS hazard pictogram	Provision required if specified in the Safety Data Sheet	3
Hazard statement	Provision required if specified in the Safety Data Sheet	3

5.2.6 Battery information		
Information on batteries		1
Content	Notes/annotations	Quality category
Lithium battery label		1
Battery pictogram	Provision required if specified in the Safety Data Sheet or if the article is subject to mandatory labelling.	3

5.2.7 Indication ECHA data base		
Content	Notes/annotations	Quality category
Indication ECHA data base	Indication, if this article is deposited in the ECHA data base.	1

5.2.8 WEEE registration number		
Specification of a WEEE registration number included		1
Content	Notes/annotations	Quality category
WEEE registration number	Specification of the WEEE registration number	3

6 Prices

6.1 Price information			
Specification of an article price			1
Content	Notes/annotations		Quality category
1	Factory list price	Provision is mandatory if used in other publications. Giving a factory list price as = "0" is only permissible if it corresponds 100 % to the price list (print medium). If only an RRP is given, it has to be provided redundantly as factory list price and RRP.	1
2	RRP without tax	Recommended non-binding resale price (provision is mandatory if used in other publications).	3
The following information is to be given for any price:			
Price type		Selection of price type (see above)	1*
Price value			1*
Price currency			1*
Price basis			1*
Price quantity unit			1*

6.2 Price on request			
Transmission of a price on request			5
Content	Notes/annotations		Quality category
Price on request	The statement <Price on request = yes> is allowed for the article types <Maßanfertigung> [customization], <Dienstleistung> [service] and <Software> if also given in other publications.		1

6.3 Sales tax class			
Specification of the sales tax class			1
Content	Notes/annotations		Quality category
Sales tax			1

6.4 Line prices		
Specification of the line price		3
Content	Notes/annotations	Quality category
Designation	Designation of the price line. It serves for identification.	1
Line price_price value	Price value of the line prices	1
Line price_currency	Currency of the line prices	1
Line price_price base	Price base of the line prices	1
Line price_price quantity unit	Price quantity unit of the line prices	1

7 Groups

7.1 Group types			
Definition of different groups			1
Content	Notes/annotations		Quality category
1	Commodity group	Commodity group of the industry	1
2	Product group	Product group of the industry	1
3	Discount group	Discount group of the data supplier	1
4	Bonus group	Provision is mandatory if bonus groups are used in the settlement of accounts with the trade.	3
The following information is given for each defined group:			
Group type		Selection of a group (1-4)	1*
Group ID			1*
Group description			1*

7.2 Group allocations		
Allocation of an article to a group		1
Content	Notes/annotations	Quality category
Commodity group ID		1
Product group ID		1
Discount group ID		1
Bonus group ID	Provision is mandatory if bonus groups are used in the settlement of accounts with the trade.	3

7.3 Group document allocation	
Document allocation for the defined groups – for the time being of no relevance to the DGH	0

8 Logistics

8.1 Net dimensions and weights	
Specification of article net dimensions and weights – for the time being of no relevance to the DGH	0

8.2 Basic article		
Dimensions and weight of the basic article = 1 package The omission of mass and weight constitutes an error that will not prevent the processing of the data.		2
Content	Notes/annotations	Quality category
Dimension a		2
Measurement unit for dimension a	For all article types generally in mm	0
Dimension b		2
Measurement unit for dimension b	For all article types generally in mm	0
Dimension c		2
Measurement unit for dimension c	For all article types generally in mm	0
Weight		2
Measurement unit for weight	For all article types generally in kg	0
Number of packages		2

8.3 Packaging units		
Specification of up to 5 packaging units (PU) max., each with its own GTIN. For articles without PU, information on the basic article is sufficient. The omission of mass and weight constitutes an error that will not prevent the processing of the data.		3
Content	Notes/annotations	Quality category
The following information is to be given for each defined packaging unit:		
PU: packaging type		1*
PU: quantity		1*
PU: GTIN		5
Dimension a of the packaging unit		2
Measurement unit for dimension a	For all article types generally in mm	0
Dimension b of the packaging unit		2
Measurement unit for dimension b	For all article types generally in mm	0
Dimension c of the packaging unit		2
Measurement unit for dimension c	For all article types generally in mm	0
Weight of the packaging unit		2
Measurement unit for weight	For all article types generally in kg	0

8.4 Minimum order quantity		
Specification of the smallest possible order quantity for an article		1
Content	Notes/annotations	Quality category
Minimum order quantity value		1
Minimum order quantity unit	Identical with unit of quantity on the article	1

8.5 Article sets		
Specification of article sets		3
Content	Notes/annotations	Quality category
Associated article		1*
Quantity		1*

8.6 Durability		
Specification of a period of durability		2
Content	Notes/annotations	Quality category
Period of durability	To be given in months: 1 – 99 (unlimited)	2

8.7 Standard delivery period		
Specification of a standard delivery period		3
Content	Notes/annotations	Quality category
Standard delivery period	To be given in workdays (1 week has 5 workdays)	3

8.8 Exportable articles		
General information as to whether the article is intended for the German market only		1
Content	Notes/annotations	Quality category
Commodity number	Information is mandatory if the article is exportable.	3
Country of origin		3

9 Media data

9.1 Images		
Depending on the article type selected (cf. Chapter 1.2), the provision of images is		
- Mandatory as a quality criterion		2
- Optional		5
The use of the image types “No image” (KB) and “Image to follow” (BF) constitutes an error that will not prevent the processing of the data.		

9.1.1 Web images		
Product-related web images have to illustrate the article or its substitute. – The DGH prefers print images to web images. –		3
Content	Notes/annotations	Quality category
Document		1*
Document type	Logos as a media type are only permissible with groups: cf. Annex 1, Chapter 9.1.3 Media types for images.	1*
Image use	Web image	1*
Substitute label		1*
Document description		5
Document sorting sequence		5

9.1.2 Print images		
Product-related print images have to illustrate the article or its substitute. – The DGH prefers print images to web images. –		3
Content	Notes/annotations	Quality category
Document		1*
Document type	Logos as a media type are only permissible with groups: cf. Annex 1, Chapter 9.1.3 Media types for images.	1*
Image use	Print image	1*
Substitute label		1*
Document description		5
Document sorting sequence		5

9.2 Documents

Depending on the article type selected or labelling on the article, the provision of documents is

- Conditional obligation	3
- Optional	5

Content	Notes/annotations	Quality category
Document		1*
Document type	e.g. GG for HAZMAT datasheet, EL for ErP Label; cf. Annex 1, Chapter 9.2.1 Media types for documents	1*
Document description		5
Document sorting sequence		5

9.3 Exploded view drawing

Several documents of the <exploded-view drawing> media type can be allocated to one article.

5

Content	Notes/annotations	Quality category
Document		1*
Document type	Exploded-view drawing X_	1*

10 Spare parts lists

10.1 Spare parts list		
Definition spare parts lists		5
Content	Notes/annotations	Quality category
List ID		1*
Line number		1*
Line type	ETA = spare parts list line is a complete line set ETT = spare parts list line is descriptive text	1*
Position number	Specification is mandatory if the line type is given as ETA.	3
Spare part	Specification is mandatory if the line type is given as ETA.	3
Price group	Specification is only possible if the line type is given as ETA	3
Text		1*
Start of production period	Specification is mandatory if the line type is given as ETA, and the article reference type is given as HP.	3
Article reference type	Specification is mandatory if the line type is given as ETA.	3

10.2 Spare parts list allocation		
Specification of an allocation to a spare parts list		5
Content	Notes/annotations	Quality category
Spare parts list number		1*

11 Historical products

11.1 Historical products		
Specification of historical products		5
Content	Notes/annotations	Quality category
Historical product		1*
Start of production period		1*
End of production period		1*
Production period text		1*
Short text 1		1*
Short text 2		1*
GTIN		1*
Commodity group ID		1*
Product group ID		1*
Spare parts list number		1*

11.2 Allocation of documents to historical products		
Allocation of documents to historical products		5
Content	Notes/annotations	Quality category
Start of production period		1*
Document		1*
Document type		1*
Image use		1*
Substitute label		1*
Document description		1*
Document sorting sequence		1*