



The Global Language of Business

# GSMP Project Proposal Document

Work Effort Name

*Date*



# Table of Contents

<b>1. Submitter information .....</b>	<b>3</b>
<b>2. Assessment of business opportunity .....</b>	<b>3</b>
<b>3. High level project plan, identify market urgency .....</b>	<b>4</b>
<b>4. Impact of regulatory compliance .....</b>	<b>4</b>
<b>5. Alignment with GS1 strategy and industry priority .....</b>	<b>4</b>
<b>6. Industry participation.....</b>	<b>5</b>
<b>7. Additional collateral.....</b>	<b>6</b>
<b>Instructions to complete this document.....</b>	<b>6</b>
<b>Document timeline; this document must go through a round of assessments before submitted to the Board Committee for Standards (BCS). Below is an estimated timeline of those meetings. To determine when your document must be submitted to GSMP, complete the table below and work backwards from the last line, BCS meeting date.....</b>	<b>6</b>

## 1. Submitter information

**Submitted by:** Answer

**Supported by:** Answer

## 2. Assessment of business opportunity

Define the Industry/Business/Technology challenges that need to be solved

**Question: Describe the project's relevance to industry. Be specific about impact on business processes, products or product categories, the opportunity for this standard to save time, reduce costs, improve capability, create additional value and enable new opportunities in the value chain.**

Answer:

**Question: Explain any current barriers to standardisation, and the plan to overcome these barriers**

Answer:

**Question: Provide a balanced risk analysis of taking on this development work.**

Answer:

**Question: Identify any known costs or impacts of standardisation on industry.**

Answer:

**Question: As best you can, please identify any existing standards or services, or known market solutions impacted.**

Answer:

**Question: Identify known significant capital investments required for a successful implementation and identify which side(s) of the trading relationship must make this investment before adoption can take place.**

Answer:

**Question: Define the minimum functionality and specific benefits that must be realized to successfully build the solution for it to be viable for both sides of the trading relationship? Describe the change effort that the community (Users, solution providers) will have to undertake to implement the minimum requirement.**

Answer:

### 3. High level project plan, identify market urgency

**Summarise development milestones in the timetable below (an example is furnished).** Also, identify any deadlines or limits (whether real, or perceived) that the submitting team is aware of, that would impact the timeline. This information will be used to help sequence the work effort, should it be approved. Please note, this is a preliminary project timeline. If this project is approved, the working group will create the official project timeline

**Timetable template**

Phase	Month	Month	Month	Month	Month	Month	Month	Month	Month	Month	Month
Seat work group											
Build business requirements											
Design standard											
Publish standard											

**Example**

Phase	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Seat work group											
Build business requirements											
Design standard											
Publish standard											

### 4. Impact of regulatory compliance

**Define any relevant regulations (provide regulation name and link), their status, all compliance requirements, any locations affected and all known regulation impacts (both today, and in the future). Explain the specific details of what GS1 would need to do to help industry be compliant with the regulation.**

Answer:

### 5. Alignment with GS1 strategy and industry priority

**Provide insight into the larger picture of how this work is connected to a particular sector or industry strategy. With the help of the GS1 Architecture Group as needed, indicate how the standard resulting from the project will likely adhere to the GS1 architecture principles. Describe the value created by this work, locally and globally for GS1 Membership, while securing compliance with the overall GS1 Strategy, throughout connected sectors and industries.**

**(Consult the Global Office and GS1 Member Organizations project team members for help in completing this section.)**

Answer:

## 6. Industry participation

**All work efforts in GSMP require a balanced set of industry participants and regions (who will benefit or be impacted by the global standard) willing to actively participate in the GSMP working group and have participated in the work to date. This will ensure the development of standards that serve the needs of industry.**

*Build the profile of participants and define their relevant roles required to build a relevant standard:*

- *supply chain roles (retailer, manufacturer, Member Organizations, etc.)*
- *required skillsets, both business and technical (public policy and regulatory affairs, expertise in traceability systems, etc.)*
- *the number of each and the rationale*

*Complete the following table by listing all companies and member organizations with individual names and titles and participation type (you can choose more than one):*

Company/Member Organization	Commits to work in the GS1 MSWG, or SMG	Should be interested, based on their area of work (but may not yet be aware – essentially, a recruiting list)	Already participated in development of the input work and work request (perhaps via an MO)	Supports the standard, and would implement/buy products which use it
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Additional information:

## 7. Additional collateral

**If you're submitting a significant piece of work to GS1 (include work contributed GS1 Member Organisations, or industry trade associations), it's recommended that you have strong supporting materials. Sometimes, that story is best told through additional collateral that has been developed by the submitting team. Please provide links to any additional collateral that you may have here.**

Answer:

### Instructions to complete this document

Complete this form for each new development work effort to be submitted for standards development. **Detach from this section from this document and use as your project checklist and timeline.** Include all relevant stakeholders in the preparation of this document, both internal GS1 staff (GSMP, IE, Technical and Solutions) in addition to community, industry and technical experts needed to complete this business case (project team).

- a. Be thorough in your explanations.

When this document is complete, contact [Eileen.Harpell@gs1.org](mailto:Eileen.Harpell@gs1.org) to schedule the approval reviews with the GS1 VP of Standards, GS1 President of Industry Engagement and the Board Committee for Standards (BCS) . **Document timeline; this document must go through a round of assessments before the BCS review. Below is an estimated timeline of those meetings. To determine when your document must be submitted to GSMP, complete the table below and work backwards from the last line, expected review date.**

When scheduling a review date, take into consideration holidays, events and meetings.

Step	How many days before the BCS Review	Dates
Draft project document to Eileen and Andrew	28 days before meeting	<i>Due date</i>
Project document review with Marianne	21 days before meeting	<i>Due date</i>
Meeting agenda review chairs	14 days before meeting	<i>Due date</i>
Materials sent to BCS Members	7 days before meeting	<i>Due date</i>