



Global Data Synchronization Network

Trading Partner Requirements



WALGREENS ITEM MANAGEMENT - INTRODUCTION

All item information should be submitted to Walgreens via the Global Data Synchronization Network (GDSN). Walgreens will process the GDS publications and pass the information that we use to our AIS-DC web application, which is our vendor item management portal found on Walgreens SupplierNet (<http://vendor.walgreens.com>). You must be registered with the Walgreens SupplierNet website before you can access the AIS-DC application. You will receive an email notification notifying you when the administrator from your company approves your registration request.

Here's a direct link to the AIS-DC web application for bookmarking purposes:
http://ais.walgreens.com/AISWeb/servlet/walgreens.ais.controller.proxy.AISProxy/LoginRH?AUTH_FORWARD=true/

Items excluded from being published include multipack assortments, Direct Store (DSD) items, and Puerto Rico items. Assortments can be set up directly through the AIS-DC web application, while DSD and Puerto Rico items should be setup via the CMs that own the relationship with the supplier.

WALGREENS AND GTIN ALLOCATION

Walgreens uses the Case GTIN as our key for GDS processing. We strictly follow the GS1 GTIN Allocation Rules for item setup and maintenance. Minor changes to items do not require the assignment of a new Case GTIN or Consumer Pack UPC. However, if the change to an item affects the declaration to the consumer, a new case GTIN and Consumer Pack UPC should be assigned.

Some common scenarios that would require a new Case GTIN and potentially a new Consumer Pack UPC to be assigned include:

- A change in the casepack quantity of an item.
- A change in the declared Net Content found on an item's packaging.
- A change in length (depth), width, height, or weight that is over 20% and impacts the facing of the item in our Walgreens stores.
- A change in the formulation of an item declared on the packaging artwork.
- A change in a product name or brand name declared on the packaging artwork.

If you have any questions regarding GTIN Allocation with Walgreens items, please send an email to ais.support@walgreens.com.



GDS ONBOARDING PROCESS

Steps-to-sync GDS data with Walgreens:

- 1. Complete the Walgreens Trading Partner Setup Form on the 1Worldsync Walgreens landing page.**
This web form can be accessed from the Walgreens 1Worldsync landing page - <http://1worldsync.com/walgreens>.

- 2. Walgreens will set up an active subscription for the GLN you provided in the Supplier Setup form and reach out to the primary GDS contact via email to discuss the next steps.**

- 3. Provide a list of GDS Classifications that will be published for each Walgreens vendor number.**

Every supplier has at least one six-digit vendor number assigned by Walgreens. In order for us to match a specific GTIN to a Walgreens vendor number, we require suppliers to provide a complete list of item classification codes for their GTINs. Walgreens maintains a cross reference table that maps the correct classification codes within the Walgreens Item system. If the same classification codes are used for GTINS under different vendor numbers, the Functional Name or Brand Name can be used instead. If any new classifications are added in the future, please let us know – these codes need to be updated to the cross reference table to successfully sync the GTINs for the new classifications.

- 4. Publish a valid GTIN to confirm that the subscription is active.**

Walgreens will immediately send an ACCEPTED CIC Message to confirm receipt of the CIN.

- 5. Export your complete Item Catalog via the AIS-DC web application and review the Case GTINs assigned to all of your items.**

Log in to the AIS-DC application and go to the Existing Item Maintenance tab. Set the Item Status field to Approved and click the Search button. Once all of the Approved items appear, click the 'Export to Excel' button on the page. This will export your entire catalog into an Excel spreadsheet for easy review.

We require suppliers to review all of their existing case GTINs to ensure that publications will be successful. Items established prior to the GDS process would have been keyed in manually, allowing for invalid GTINs to be entered. Any corrections should be sent to ais.support@walgreens.com to be updated.

- 6. Publish your full Item Catalogue to ensure that Walgreens has the most up-to-date information for all of your GTINs.**



WALGREENS GDSN ITEM ATTRIBUTES

GDSN Attribute Name	Attribute Group	Definitions and Comments
Global Location Number	GDSN Core Attributes	Supplier GLN is used with item classification attributes to determine the correct Walgreens vendor number to which an item is assigned.
Name of Information Provider	GDSN Core Attributes	The name of the information provider of the trade item, associated with the GLN.
Global Trade Item Number	GDSN Core Attributes	Walgreens utilizes all GTINs for item hierarchy. However, only the Case GTIN is stored in the Walgreens Item system.
Target Market Country Code	GDSN Core Attributes	Indicates the country in which the information provider will make the GTIN available to buyers. Value should always be '840' (United States) for domestic items.
Effective Date	GDSN Core Attributes	The date on which the information contents of the master data version are valid. This date can be used either for an initial trade item offering or to mark a change in the information related to an existing trade item.
Discontinued Date	GDSN Core Attributes	Date on which the trade item is no longer to be manufactured. Allows reuse of the GTIN after 48 months, with the explicit exception of Apparel being 30 months and the implicit exception for specialty products.
Trade Item Unit Descriptor	GDSN Core Attributes	Identifies the hierarchical configuration of the trade item (e.g., pallet, case, inner pack, mixed module, display shipper, base unit, prepack, setpack, multipack, etc.)
Additional Trade Item Identification Value/ Additional Trade Item Identification Type	GDSN Core Attributes	The information provider's internal number for the trade item, used to cross-reference to the GTIN in a one-to-one relationship. Indicator identifying the type and format of the Additional Trade Item Identification Value. *The Consumer Pack UPC must be published in either the Additional Trade Item Identification or the EAN/UCC Bar Code Extension at the EACH level with a 'UP', 'UI', or 'EN' value.
EAN_UCC Code/ EAN_UCC Code Type	EAN/UCC Bar Code Extension	Attribute supplying universal product code. The data structure of the universal product code attribute. *The Consumer Pack UPC must be published in either the Additional Trade Item Identification or the EAN/UCC Bar Code Extension at the EACH level with a 'UP', 'UI', or 'EN' value.
Global Product Classification (GPC)	GDSN Core Attributes	Unique code identifying the primary EAN/UCC classification attribute. *Used with Supplier GLN to correctly identify the Walgreens vendor number.
Functional Name	GDSN Core Attributes	Describes use of the trade item by the consumer. It should help clarify the product classification associated with the GTIN. *Used with Supplier GLN to correctly identify the Walgreens vendor number if GPC or UDEX Cohort Code are not provided.



Walgreens GDSN Trading Partner Requirements

Brand Name	GDSN Core Attributes	The name used by the brand owner to uniquely identify a line of trade items or services. *Used with Supplier GLN to correctly identify the Walgreens vendor number if GPC, UDEX Cohort Code, or Functional Name are not provided.
Description Short	GDSN Core Attributes	A short description of the trade item that can be used to identify the product at the point of sale.
Manufacturer Name	GDSN Core Attributes	Descriptive name of the manufacturer of the trade item
Has Batch Number	GDSN Core Attributes	Indication whether the base trade item is batch or lot numbered as requested by law, not batch or lot number requested by law but batch or lot number allocated, or not batch or lot number allocated. A batch or lot number is a manufacturer assigned code used to identify a trade item's production batch or lot.
Quantity of Inner Pack	GDSN Core Attributes	Quantity of non-coded physical groupings (inner packs) of the next lower level trade items within the current GTIN level.
Quantity of Next Level GTIN Within Inner Pack	GDSN Core Attributes	Quantity of next lower level trade item contained within the physical non-coded grouping (inner pack).
Quantity of Next Lower Level Trade Item	GDSN Core Attributes	The quantity of the next lower level trade item that the parent trade item contains.
Order Quantity Multiple	GDSN Core Attributes	The order quantity multiples in which the trade item may be ordered.
Quantity of Layers Per Pallet	GDSN Core Attributes	The number of layers a pallet contains, for pallets not identified by a GTIN. *Walgreens multiplies 'Quantity of Layers Per Pallet' by 'Quantity of Trade Items Per Pallet Layer' to determine the overall number of cases per pallet.
Quantity of Trade Items Per Pallet Layer	GDSN Core Attributes	Number of trade items contained in a single layer of a pallet, for pallets not identified by a GTIN. *Walgreens multiplies 'Quantity of Layers Per Pallet' by 'Quantity of Trade Items Per Pallet Layer' to determine the overall number of cases per pallet.
Dangerous Goods Hazardous Code	GDSN Core Attributes	The dangerous goods hazard identification number that must be applied to the vehicle when transporting this trade item (dangerous good) by road or rail, to inform the police, fire brigade and others in case of an accident about the kind of danger caused by the cargo.



Walgreens GDSN Trading Partner Requirements

Dangerous Goods Regulation Code	GDSN Core Attributes	Code indicating the classification system(s) of dangerous goods and/or the agencies responsible for the code list.
Gross Weight/ Gross Weight UOM	GDSN Core Attributes	The trade item gross weight, inclusive of it's packaging. Unit of measure of the trade item gross weight. *UOM should always be pounds (lbs) or Ounces (oz) for Walgreens items.
Height/ Height UOM	GDSN Core Attributes	The height of the trade item, measured from the lowest extremity to the highest extremity, including the packaging. Unit of measure of the trade item height. *UOM should always be inches for Walgreens items.
Width/ Width UOM	GDSN Core Attributes	The measurement from left to right of the trade item. Unit of measure of the trade item width. *UOM should always be inches for Walgreens items.
Depth/ Depth UOM	GDSN Core Attributes	The depth of the trade item, measured from front to back. Unit of measure of the trade item depth. *UOM should always be inches for Walgreens items.



WALGREENS ITEM MANAGEMENT PROCESS

Walgreens does not utilize the Trade Item Status field when processing publications. An item published with a status of 'NEW' might already exist in the Walgreens system, or an item with a status of 'CHANGE' might not exist. Walgreens uses the Case GTIN/Consumer Pack UPC combination to verify how to process an item. If the Case GTIN/UPC combination does not exist, the item is pushed to the 'New Item Establishment' tab in our AIS-DC application as a new item. If the Case GTIN/UPC combination already exists, the item is pushed to the 'Existing Item Maintenance' tab in our AIS-DC application as a change.

NEW ITEM ESTABLISHMENT PROCESS

New items should be published with a unique Case GTIN/Consumer Pack UPC combination. Item attributes used by Walgreens will be passed to the 'New Item Establishment' queue in the AIS-DC application and the information will be pre-populated for each item.

There are additional item attributes that are specific to Walgreens that must be completed in the AIS-DC web application before the item is passed to the Category Manager for approval. Someone at the supplier (usually a Sales Rep who supports the CM) must log into the AIS-DC application, complete the additional Walgreens attributes that are required, and submit the item. There are checks put in place to ensure the item is complete before being submitted.

To access the new items in the AIS-DC web application, please follow these steps:

- Log into the Walgreens SupplierNet website (<http://vendor.walgreens.com>).
Reminder: If you do not have a SupplierNet User ID, click on the "Register Here" link to submit a registration request.
- Click on the Item/Vendor Management tab, locate the Automated Item System (AIS) section, and click on the AIS-DC link.
- In AIS-DC, click on the New Item Establishment tab. Use the search parameters to locate the new item that was published (which can usually be found in a 'Not Completed' status).
- Click on the Case GTIN, Consumer Pack UPC, or Item Description to access the item attributes.
- Complete all required fields, and click the 'Submit' button on the bottom of any page.

Reminder: Items excluded from being published include multipack assortments, Direct Store (DSD) items, and Puerto Rico items. Assortments can be set up directly through the AIS-DC web application, while DSD and Puerto Rico items should be setup via the CMs that own the relationship with the supplier.

If you have questions or issues with the AIS-DC application, please send a detailed email to ais.support@walgreens.com for assistance.



Walgreens GDSN Trading Partner Requirements

EXISTING ITEM MAINTENANCE PROCESS

If a supplier is active with GDS, item attribute changes must continue to come through GDSN publications. Attributes processed from the GDS publications will not be editable in the AIS-DC application. These changes flow through the system automatically and overwrite the current values in the Walgreens system. No manual intervention by the supplier is necessary. There may be some fields that will require CM approval before the changes will take effect.

Changes to non-GDSN attributes must still be handled manually in the AIS-DC web application and submitted for the Purchasing group's approval. Attributes that cannot be changed due to GTIN Allocation will not be editable.

To access the existing items in the AIS-DC web application, please follow these steps:

- Login to the AIS-DC application (as described in the New Item Establishment Process section above) and access the Existing Item Maintenance tab. Use the search parameters to locate the existing item(s).
- Click on the Case GTIN, Consumer Pack UPC, or WIC to access the item attributes.
- Change the necessary attributes, and click the 'Submit' button on the bottom of the page.

Note: Certain attributes will display the old item information until Purchasing has approved the submitted changes.

ITEM DISCONTINUATION PROCESS

Using the AIS-DC web application, suppliers can notify their Category Manager that their company is discontinuing an item.

To recommend the discontinuation of an item, please follow these steps:

- Login to the AIS-DC application and access the Existing Item Maintenance tab.
- Use the search parameters to find the WIC/UPC/GTIN you are discontinuing.
- Check the box found before the item you wish to discontinue in the search results and click the 'Discontinue Item' button.
- Enter the applicable information in the Discontinue item pop-up and click the 'Discontinue' button.
- This will generate an email to the Category Manager notifying them of the item you are discontinuing and the reason(s) given.
- The Category Manager will manually start the discontinuation process in the Walgreens item system.

Walgreens GDSN Trading Partner Requirements



WALGREENS AIS CONTACT INFORMATION

WALGREENS CONTACTS

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WALGREENS GLN
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FAQS

ATTRIBUTE VALUES

Question: Does Walgreens process multiple Net Content values for a specific GTIN?
Walgreens: No. Our system cannot currently handle multiple Net Content values. The Net Content information should be added during the new item establishment process in the AIS-DC web application.

Question: What if I send additional GDSN item attributes not found in the Walgreens GDSN Attribute list?
Walgreens: Walgreens does not map any attributes that are not found on the Walgreens GDSN Attribute list. If applicable, they should be handled in the AIS-DC web application. If the attribute is not found in the AIS-DC web application, Walgreens most likely does not currently utilize this field in our Item system.

Question: We are sending additional item attributes that we feel are useful for our items. How can we get Walgreens to use these additional attributes?
Walgreens: Walgreens only maps attributes that are utilized through our Supply Chain processes. Please send an email to ais.support@walgreens.com and we will determine if other suppliers are also publishing these attributes before considering mapping them.

Question: I've submitted changes for an existing item, but they are not showing up in the AIS-DC web application. The old information is still present. Why is this?
Walgreens: Most changes are auto-approved and will be visible immediately. Some changes require the Purchasing group's approval before they will be updated in our Item system.

Question: The Case GTIN is incorrect in the Walgreens system for one (or many) of our items. How can we get this corrected?
Walgreens: We do not allow our suppliers to update the Case GTIN value for items that have been approved by the CM. If you come across an item with an incorrect Case GTIN, email ais.support@walgreens.com and we will review the scenario and make the update if necessary.

GTIN ALLOCATION

Question: How does Walgreens want suppliers to set up multipack displays or assortments with multiple child GTINs?
Walgreens: Multipacks (items that have multiple child GTINs to one parent GTIN) cannot be processed through GDS at this time. These items should be set through the AIS-DC application.



Walgreens GDSN Trading Partner Requirements

Question: How does Walgreens determine what GTIN to use for a particular Consumer Pack UPC since there can be multiple products with the same UPC?

Walgreens: Usage of the same Consumer Pack UPC for multiple items, for example same Consumer Pack UPC for a basic item and its bonus pack create problems for us, starting in item set up and all the way to storage in the DCs and ordering. Unique Case GTINs and Consumer Pack UPCs should be assigned to all items based on the GTIN Allocation Rules.

DISCONTINUING ITEMS

Question: How will Walgreens handle discontinued items?

Walgreens: An item sent with populated "Discontinued Date" field will generate an email to the Category Manager informing him/her that an item is being discontinued on the specified date. The Category Manager is responsible for discontinuing the item in the Walgreens system.

Question: How will Walgreens handle discontinue or withdrawal information published by suppliers?

Walgreens: At this time we are only planning to use the CIN message to determine when an item will be discontinued. A message where the "DISCONTINUED DATE" is populated will be treated as the notification of the item DISCONTINUE notice.

ACCESS TO THE AIS-DC WEB APPLICATION

Question: I've forgotten my password (or been locked out) and cannot access the Walgreens SupplierNet website. How do I reset my password?

Walgreens: On the login page of SupplierNet, click on the 'Forgot your password/Locked-out?' link in the left hand column. Follow the necessary steps, and the system will reset your password for you. Please note this could take a day or so to be completed.

Question: I do not have access to get into the AIS-DC web application. How can I get access to this application?

Walgreens: If you do not have authority to view the AIS-DC web application for your vendor number(s), please click on the Update Registration link on the Home tab to update your registration. Once your vendor administrator approves your request, you will have the access you need.