

GS1 Malaysia Product Listing Submission Terms and Conditions

GS1 Malaysia Berhad reserves the right to solely **reject** the uploading of the product listing submission without cause or if the information provided is **not in accordance** to GS1 **product submission guidelines** as stipulated in these terms and conditions or as shown in our submission guide.

Additional charges (see below) will be levied for any request to uploaded rejected submissions.

We, the Member, hereby understand that the GS1 company prefix and barcode numbers are licensed for use for my company by GS1 Malaysia.

We agree to provide GS1 Malaysia with full access to, and allow GS1 Malaysia the use of and to share all product information provided by our company as GS1 Malaysia deems necessary as a trusted source of product information for retailers, international buyers, trading partners and any other marketing and promotion activities.

We agree to abide by the Terms and Conditions governing GS1 Malaysia Berhad subscribers.

Only **active GS1 members** who have subscribed for the **Verified by GS1 - Product Databank Support & Services (VbG-PDSS)** can upload their product information

If your membership license is **inactive** and no subscription fee is received **after 12 months of the financial year**, on the 13th month your uploaded information **will be removed** from the Member Product Databank.

It is a member's **sole responsibility and obligation** to ensure that all assignments of GS1 barcode numbers (i.e. GTIN-13, GTIN-14, GLN, UPC, etc.) onto their trade items must follow **the GS1 GTIN allocation rules & Check Digit guidelines**.

[1\) GS1 GTIN allocation rules](#)

[2\) Check Digit Guidelines](#)

Please refer to our FAQ guide, link below, for the steps.

<http://www.gs1my.org/documents/GS1MY FAQ - For Distribution 2023.pdf>

Product listing submissions and amendments are uploaded for free **once every calendar month**.

Additional submissions and amendments within a calendar month are subject to **RM 100.00 per additional submission**.

VbG-PDSS subscribers are allowed to upload **10 free images per company**.

Additional pictures will incur a fee of **RM50.00 per additional picture**.

All submissions must not include the symbols or other non-English characters, such as below:

"~,!,@,#,\$,%,&,*,(,),<,>?,/,,{,},[,],` ,+,=" or Pinyin/Chinese, Kanji/Japanese, Cyrillic, Hangul/Korean, etc.

Each field has a **character limit**, members are reminded to not exceed the standard limit of **14 characters (numbers, not including barcode numbers)** and **20 characters (other fields)**

Should a submission be rejected by GS1 Malaysia, members may opt for one of the following options:

1. GS1 Malaysia Berhad will upload the product information provided by submitters **"as is"** into the GS1 Malaysia Member Product Databank. Thereafter, GS1 Malaysia Berhad will neither be **held liable** nor **responsible** for any inaccurate information or depiction that may be displayed on the GS1 Malaysia Member Product Databank, Databank Mobile App or Retailers Dashboard.

2. To only upload **unaffected** fields. The following fields are required for product data upload onto the Global Registry Platform (GRP): **Product Name, Brand Name, Quantity, Unit of Measure, Brick Code & Target Market**. If they are not provided, your product data will not be uploaded onto GRP.

GS1 Malaysia Berhad is authorised by members to maintain and key in their product information, with the understanding that :

- GS1 Malaysia Berhad **will not generate barcode numbers** for the member **by default**.
- Barcode numbers can be generated by GS1 Malaysia at **RM 250 for 250 barcode numbers (refer to GS1 for other denominations)**, or generated by members themselves. Members are obliged to ensure that the generated barcode numbers are accurate, uses their allocated GS1 Company Prefix, and follow the Check Digit guidelines
- Any request to **revise or include** attributes, product or image information **outside of stated norm** will incur a fee of RM50 per SKU.
- Product information **must** be submitted to GS1 Malaysia using our official **product listing submission Excel template**.
 - Special consideration can be provided to **assist** members to submit their product information, at **RM 50 per SKU**.
 - Amending, deleting or overwriting** the template outside of the section provided for member data entry will result in rejection of submission.
- Effective from **November 1st 2023**, you can request for a list of all your submitted products at **RM 100 per GS1 company prefix per request**.