

Crop Protection Canada Connectivity Project Business & Technical Team Agenda/Minutes



2014-04-30



1:00 pm ET/ 12:00 pm CT/ 11:00 am MT/10:00 pm PT

- 2.5 hour duration



Toll: +1 (415) 655-0061

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Please register for this call.

<https://www4.gotomeeting.com/register/42391124>

http://s3.amazonaws.com/aggateway_public/AgGatewayWeb/WorkingGroups/AdministrativeDocuments/AntiTrustGuidelines.pdf

Anti-Trust

Documents embedded:

Contacts: Marilyn Hunter (marilyn.hunter@aggateway.org) 916.429.0509 (o) or 916.833.5593 (cell)



Attendees

B/T Members:

- Kathy Belej, BASF Canada
- Sriram Narayanaswamy, BASF Canada
- TJ Fahrenkopt, BASF Canada
- Tiffany Smith, BASF Corp
- Lisa Moskow, Bayer CropScience
- Shona Burton, Bayer CropScience
- Mark Morris, Bayer CropScience
- Rob Schultz Bayer CropScience
- Lynda Smith, Bayer CropScience
- Victoria Peoples, Bayer CropScience
- Cecilia Garcia, Crop Production Services
- Pam Inness, Crop Production Services
- Dennis Findlay, Crop Production Services
- Stephanie Frazier, Dow AgroSciences
- Amanda King, Dow AgroSciences
- Larry Weiner, Dow
- Heather Byrne-Moumdjian, DuPont
- Sharon Cramp, DuPont Canada
- Brad Ewankiw, FMC of Canada
- Susan Forne, FMC
- Artem Chernyak, Monsanto
- Chris Mahyle, Monsanto Canada Inc
- John Rudnicki, Monsanto Canada Inc
- Paul Pearson, Monsanto Canada Inc
- Bill Sher, Monsanto

- Greg Knox, Richardson International
- Keith Duma, Richardson International
- Bonnie Schirk Syngenta Canada
- Lori Edwards, Syngenta
- Bill Kosterman, Syngenta
- Gregg Allan, Syngenta
- Cliff Perkins, Syngenta Canada
- Shirley Hanson, Syngenta
- Tyler Hummel, Syngenta
- Kelly Doucette, UFA Co-operative Limited
- Cameron Fairweather, UFA Co-operative
- Gregg Konachowicz, UFA Co-operative
- Ryan Clark, UFA Co-operative Limited
- Keith Jones, UFA Co-operative Limited
- Candice Levin, UFA Co-operative
- Peter Burns, UFA Co-operative Limited
- Matt McBean, UFA Co-operative, Limited
- Lance Beirnes, Univar Canada
- Kevin Wood, Univar Canada
- Rick Pierson, Univar Canada
- Alan Mendes, Univar Canada
- Wanda Heron, Univar Canada

AgGateway:

- Marilyn Hunter, AgGateway



Agenda

Time	Topic	Topic Leader	Desired Outcome	Notes
start	1. Meeting Minutes assigned <ul style="list-style-type: none"> 4/30 – Richardson 5/7 – UFA 5/14 – Univar 5/21 - BASF 	Hunter	Minute-taker assigned	Matt from UFA will capture minutes
	2. AGW Anti-Trust Guidelines		Each team member has agreed to abide by it (see link above)	All are willing to abide.
	3. Approve prior meeting minutes	All	Team to approve minutes from prior meeting(s)	<ul style="list-style-type: none"> MSA (Stephanie/Matt) to approve the minutes from 4/23/2014 as posted to the website. Approved unanimously

	<p>4. Discussion on work to still be accomplished.</p> <ul style="list-style-type: none"> • Finish Invoice mapping • Review examples documents • Discussion on messaging and connection tools - matrix • TP check list • Business Rules • How to load products in AGIIS (5/14) • Internal Business Rules tool for triggers/alerts • Business process documentation <p>Concerns about May's workload and availability for calls</p>	All	<p>Team knows what still needs to be accomplished and how to get that accomplished</p>	<ul style="list-style-type: none"> • TJ not available for next week • Lance (Univar), - would be preferred out of season • Tyler (Syngenta) – will have a tough time attending all – out of season (July) • If we move to July – AgGateway could • Heather (DuPont) – is there a way to forge ahead but maybe meeting every other week and continue through mid-late June • Matt (UFA) – to get it done in a 1-day F2F in Altoona, IA <ul style="list-style-type: none"> • Travel would be more time • Lisa (Bayer) don't want to go to July because of vacations so would prefer to continue on • Mark (Bayer) wouldn't want to move out too far – it will impact implementations <ul style="list-style-type: none"> • Marilyn's schedule as written - • Same schedule but every other week through June - • Pause now and restart in July • Action: Marilyn to email options out and ask for response by Monday, 5/5
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	5. Invoice mapping	Hunter	Team work through the mapping	<ul style="list-style-type: none"> Completed the invoice mapping <p>Action items:</p> <p>TJ:</p> <ul style="list-style-type: none"> Find out what CG Tax code stands for - Complete Investigate other tax codes used and E-mail list to Marilyn <p>Gregg:</p> <ul style="list-style-type: none"> Send Marilyn X12 Tax Segment List via E-mail – Complete <p>Marilyn:</p> <ul style="list-style-type: none"> Change verbiage on Product Identifier in the invoice <p>Cameron:</p> <ul style="list-style-type: none"> Send SAC1300 codes to Marilyn –Complete <p>All Channel Partner</p> <ul style="list-style-type: none"> Review invoice data requirements and E-Mail to Marilyn by Monday May 5th
	6. Review Action Items	Hunter	Team is updated on status of action items.	Ran out of time to review on call - See table below for update
finish	Next meeting:	Chair	Understand timing and content of next call	5/7/2014 - 1:00 pm ET/ 12:00 pm CT/ 11:00 am MT/10:00 pm PT. 2.0 hours

Active Action Items List (Items in bold are new items)		
Accountable/Date Assigned	Action Task	Status
K-O Mtg (2/11-2/13/2014)	Need to create business use cases for the Ship Process by 3/31: <ul style="list-style-type: none"> Tracking containers – Lot numbers <ul style="list-style-type: none"> Brad & Susan, FMC Greg, Richardson 	<ul style="list-style-type: none"> Tracking containers – Lot numbers <ul style="list-style-type: none"> In progress <p>Complete</p>

	Highlighted the individual who will lead	
K-O Mtg (2/11-2/13/2014)	Stephanie/Heather/SRI- by 3/31 report back status on accepting V5.3	<p>In progress: 4 Manufacturers had a call with Elemica – SOW was presented and have 2 weeks to review and will re-convene on 4/17. Waiting for each manufacturer to approve implementation cost. Consensus was to move forward V5.3.</p> <p>Development – probably not until fall</p>
K-O Mtg (2/11-2/13/2014)	Manufacturers – Check w/ US counter-part about AGIIS subset (determine if you need separate)	<p>BASF – not yet Bayer – have complete Dow – have completed DuPont – complete FMC – not known Monsanto – complete Syngenta – have completed</p>
K-O Mtg (2/11-2/13/2014)	Marilyn – Have Member Services check into GS1-CA to see if they can find the GS1 prefixes for the Canadian manufacturers	<p>In progress: Rod met with GS1 – and will be introducing Josh Wall to them to work with them on AGIIS and the integrity of the data. 4/30: Email went out on 4/17 – GS1 has referred to Industry Support Team – Here is what GS1 reported:</p> <ul style="list-style-type: none"> • BASF Canada: Non subscriber—no prefix assigned • Bayer Crop Science: Not found in CRM • Crop Production Services (CPS): Not found in CRM • Dow Agro Sciences Canada Inc.: Not found in CRM • DuPont Canada: Non subscriber—no prefix assigned • FMC of Canada: Not found in CRM • Monsanto Canada, Inc.: Non subscriber – prefix assigned • Richardson International Limited: Not found in CRM

		<ul style="list-style-type: none"> • Syngenta Canada Inc.(doing business as Syngenta Crop Protection Canada, Inc.) Corporate subscriber • United Farmers of Alberta (UFA) (doing business as UFA Ltd.) Corporate subscriber • Univar Canada Ltd: Corporate Subscriber • “Non-subscriber, no prefix assigned” and “Not found in CRM” are pretty much the same; we don’t know about them. • “Non-subscriber, prefix assigned” means that the company has a prefix issued to prior to 1997 and they are not required to maintain an annual membership. • “Corporate subscriber” means that we found the company, it’s current, and they have a prefix.
3/5/2014	Josh to take to the DOC a requirement of the PCP# (Pesticide Control Product #) as a regulatory requirement for Canada (similar to EPA#). They prefer a separate element from EPA#, as some products are labeled with both EPA & PCP. Also the request to add the AWSA# to the entities for cross reference.	That was discussed on 3/26/2014. Marilyn to follow up with Josh. In progress with DOC. 4/30: Email from Josh - At this point the DOC has reviewed the CPCC enhancement requests at a high level but we were really waiting on the outcome with GS1 Canada to determine what other work would need to be completed. I can probably have estimates ready for the DOC at our next meeting on 5/14 for the creation of the PCP# and AWSA# field this may help push the project along. There will still need to be additional work completed once we finalize our plans with GS1 Canada
4/23/14	Marilyn to follow up with FMC on AGIIS subset	Complete - Emailed - 4/29/14
4/23/14	Stephanie to find out what “CC” in shipment indicator code means (possibly Common Carrier??)	
4/23/14	Mfg to look at their invoices and identify how they are sending InvoiceTotals	



4/23/14	<p>Marilyn - check with Jim Wilson (or AEC implementers) on LineItemTotalAmount description - includes allowances, etc, yet there are separate structures. Is line item total the total amount of everything?</p>	<p>Jim thought I should check with implementers - emailed 2 AEC implementers on 4/28 - got responses on 4/29.</p> <p>Growmark: In version 5.x (CNC and SC), I am pretty certain that only the <InvoiceTotal> structure is used which represents the invoice's total amount to be credited or debited. If you add up each line level's <LineItemTotal>, it should equal the <InvoiceTotal>. We programmed our system to check for the <Allowances> structure, but I believe it is not being used. From what I have seen, allowances and charges are mainly in the line level.</p> <p>Van Diest: In the InvoiceTotals structure, we use ONLY TotalLineItems and InvoiceTotal. We do not even use ShippingTotalAmount. I can tell from my programming notes that at one time I started setting up a Tax area, but it was never finished, and it has never been used.</p> <p>The allowances and shipping charges are gathered from the line item area. We do check to make sure the product quantity x product price + shipping charges - allowances is equal to the extended price for the line item (LineItemTotal-MonetaryAmount). We also make sure that all of the LineItemTotal amounts add up to the InvoiceTotal amount.</p> <p>Complete</p>
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Completed Action Items List		
Accountable/Date Assigned	Action Task	Status
K-O Mtg (2/11-2/13/2014)	Marilyn – Add Cameron to S&G distribution list – done	Complete – 2/13/2014
K-O Mtg (2/11-2/13/2014)	Marilyn – Set up Member Services to provide training on AGIIS for call	Complete – will be on 3/4/2014 call
K-O Mtg (2/11-2/13/2014)	Marilyn – Find out the cost of multiple subsets in AGIIS – done (20% of current subscription)	Complete – 2/12/2014 (20% of current subscription)
K-O Mtg (2/11-2/13/2014)	Marilyn – post all documents to the website 2/17	Complete – 2/15/2014
K-O Mtg (2/11-2/13/2014)	Marilyn – Provide Members Services with list of those that need access to website	Complete – 2/17/2014
K-O Mtg (2/11-2/13/2014)	Marilyn assign note taking for each call prior by company so companies know when they will be responsible for taking notes.	On-going but completed for the month of March
2/26/2014	Marilyn to send the template and link to the Business Use Cases we did at the K-O meeting	Complete
2/26/2014	Marilyn to post the ebMS 2.0 implementation guidelines on the website	Complete
2/26/2014	Marilyn to post AEC Glossary on the website.	Complete – posted to: http://www.aggateway.org/WorkingGroups/Projects/CurrentProjects/CropProtectionCanadaConnectivityProject.aspx?EntryId=4559
3/5/2014	Matt from UFA will send Marilyn what was some of the data requirements for products - Complete	Complete
K-O Mtg (2/11-2/13/2014)	Marilyn – Ask Dennis Daggett to join CPCC call to review glossary	Complete – will present on 3/19
K-O Mtg (2/11-2/13/2014)	Rod/Marilyn - work with AWSA to obtain AWSA numbers and cross-reference with Canadian GLNs so they can be put into the AGIIS directory	Complete - Obtained the AWSA # and Rod is met with GS1 on 3/21 to see about obtaining the GLNS.
K-O Mtg (2/11-2/13/2014)	All – register if not currently registered on website	Complete
3/26/2014	Marilyn to send updated meeting notice.	Completed

<p>K-O Mtg (2/11-2/13/2014)</p>	<p>Need to create business use cases for the Ship Process by 3/31:</p> <ul style="list-style-type: none"> • Bulk Shipment <ul style="list-style-type: none"> • Bill, Monsanto • Cliff, Tyler, Lori / Bonnie • Lance, Univar <p>Highlighted the individual who will lead</p>	<ul style="list-style-type: none"> • Bulk Shipment <ul style="list-style-type: none"> • Complete
<p>K-O Mtg (2/11-2/13/2014)</p>	<p>Need create business use cases for the Order Process by 3/31:</p> <ul style="list-style-type: none"> • Consignment / Delayed billing are the same thing <ul style="list-style-type: none"> ○ Tiffany, BASF ○ Lisa, Bayer (Victoria) ○ Greg, Richardson • Blanket Order <ul style="list-style-type: none"> ○ Lance, Univar ○ Bill, Monsanto • Early Booking <ul style="list-style-type: none"> ○ Heather, Dupont ○ Cecilia, CPS <p>Highlighted the individual who will lead</p>	<ul style="list-style-type: none"> • Consignment / Delayed billing are the same thing <ul style="list-style-type: none"> • Complete
<p>K-O Mtg (2/11-2/13/2014)</p>	<p>Need to create business use cases for the Invoice Process by 3/31:</p> <ul style="list-style-type: none"> • Debit memo <ul style="list-style-type: none"> ○ Kelly, UFA ○ Stephanie, DOW • Credit memo <ul style="list-style-type: none"> ○ Shona, Bayer (Victoria) ○ Mark, Bayer (Victoria) ○ Cecilia/Pam, CPS • Manually processed miscellaneous invoices <ul style="list-style-type: none"> ○ Stephanie & Amanda, DOW <p>Highlighted the individual who will lead</p> <ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Complete
<p>K-O Mtg (2/11-2/13/2014)</p>	<p>Marilyn to see if there is any Lessons Learned from the SAP sub-group from AEC.</p>	<p>In process: Unable to find any notes – no response back</p>

		yet. TJ will see if he can find anything. Complete – no documentation.
3/19/2014	Marilyn to check with Jim as to how EU deals with the multiple currencies.	Completed.
3/26/2014	Date/time range issue will need to be tabled until UFA can talk with their internal folks to determine need for the business requirement.	They will be transmitting, but it will NOT be used as a “Trigger” to cancel the order- Complete
4/10/14	Marilyn to add the buyer and seller sequence # to our business rules document	Completed – 4/23/2014
4/10/14	Marilyn to see where the accept/reject/pending is at properties level	ACCEPT, REJECT and PENDING are used in the SpecialInstructions (all caps). At the line level the LineStatus indicates if the line has “Changed”, “Deleted”, or “Pending”; if Accepted, the element is blank. Complete
4/10/14	Univar, Bayer, UFA to talk internally – do you need to receive delivery terms and shipment method of payment code?	Univar – optional would be good – would like it returned on OR if sent on OC Bayer – does receive on Orders when not prepaid – some do send – not a requirement UFA – Optional would be good Complete
4/10/14	Buyers need to look at ResponseStatus – should this be optional or required?	Richardson – Optional Univar – Optional – if required would save phone calls to vendor CPS – Optional UFA – Optional is fine. Complete
4/10/14	Marilyn to set up 1.5 hour forum for order response (AEC members) – To go through the Accept/Reject and the use of the Response – what are they doing? Do they cancel and reorder? How are changes handled?	Complete – set up for 5/8/2014



4/10/14	Marilyn to set up a 2.5 hour call to complete design work	Complete
4/16/14	Marilyn to post the code lists needed for OC/OR on website	Completed
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