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

2014-06-04

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

- 2.0 hour duration

Toll: +1 (415) 655-0061
Access Code: 753-490-022

Please register for this call.
https://www4.gotomeeting.com/register/423911247
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:
[X] Kathy Belej, BASF Canada
[X] Sriram Narayanaswamy, BASF Canada
[] TJ Fahrenkopt, BASF Canada
[] Tiffany Smith, BASF Corp
[X] Lisa Moskowy, Bayer CropScience
[X] Shona Burton, Bayer CropScience
[X] Mark Morris, Bayer CropScience
[] Rob Schultz Bayer CropScience
[X] Lynda Smith, Bayer CropScience
[X] Victoria Peoples, Bayer CropScience
[] Cecilia Garcia, Crop Production Services
[] Pam Inness, Crop Production Services
[] Dennis Findlay, Crop Production Services
[X] Stephanie Frazier, Dow AgroSciences
[] Marilyn Ostendorf, Dow AgroSciences
[] Larry Weiner, Dow
[X] Heather Byrne-Moumdjian, DuPont
[X] Sharon Cramp, DuPont Canada
[X] 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 Sherk, Monsanto

[] Greg Knox, Richardson International
[] Keith Duma, Richardson International
[] Bonnie Schirk Syngenta Canada
[] Lori Edwards, Syngenta
[X] Bill Kosterman, Syngenta
[] Jocelyn Mayer, Syngenta
[] Cliff Perkins, Syngenta Canada
[] Shirley Hanson, Syngenta
[] Tyler Hummel, Syngenta
[] Kelly Doucette, UFA Co-operative Limited
[] Cameron Fairweather, UFA Co-operative
[X] 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
[X] Matt McBean, UFA Co-operative, Limited
[NA] Lance Beirnes, Univar Canada
[X] Kevin Wood, 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 • 6/4 – Univar • 6/18 – BASF • 7/2 - UFA	Hunter	Minute-taker assigned	**Kevin @ Univar** 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)	• **MSA** (Stephanie/Heather) to approve the minutes from 5/14/2014 as posted to the website. Approved.
	4. Action Items	All	Team updated on Action Items	• **Updates are made on table below.**
	5. Review the Business Rules	Hunter	Team is updated	• Reviewed the Business Rules. Made some edits to that list. • **Action: Marilyn to post updated Business Rules to Website.** • **Action: Marilyn to check the macros on MS Excel Business Rules workbook (Not working correctly).** • **Action: Heather Byrne-Moumdjian to confirm if DuPont is using version 2.1 – Business Rules - "DuPont is using version 2.1, where Elemica takes in Ag eStandards 5.3 as specified by CPCC and converts to 2.1 for DuPont. The CountryOfFinalDestination is a required field in 2.1, so this is a field that distributors will need to send to DuPont, but is optional for all other manufacturers". If using 2.1 – will they have Elemica insert "Canada" in the field or ask the Buyers to send.**
	6. Review examples of OrderCreate/OrderResponse, ShipNotice & Invoice	Hunter	Team has examples of sample files	• Ran out of time, will be moved to the next agenda

	7. Discussion on messaging software – do we want to set up a matrix (like AEC)			• Marilyn showed the AEC System Matrix and asked if it would be something the project would like to create for this project. • Group agreed it would be helpful **Action: Marilyn to send out the blank System Matrix to be completed by the participants.** **Action: Participants to complete the System Matrix line for their company by 6/18/2014.**
	8. Adapters/mapping from business system to XML document			• Ran out of time, will be moved to the next agenda
	9. Review the Technical Data Exchange			• Ran out of time, will be moved to the next agenda

finish	Next meeting:	Chair	Understand timing and content of next call	• 6/18/2014 - 1:00 pm ET/ 12:00 pm CT/ 11:00 am MT/10:00 pm PT – (2.5 hours)
				  • (B/T) Review TP Checklist
				  • (B/T) Internal Business Rules tool for triggers/alerts
				  • (B/T) Business process documentation
				  • (B/T) Discussion on implementation of project
				  • (B/T) Discussion on the project documentation

Active Action Items List (Items in bold are new items)		
Accountable/ Date Assigned	**Action Task**	**Status**
4/23/14	Stephanie to find out what "CC" in shipment indicator code means in ShipNotice	In Progress
5/14/2014	**The manufacturers who do not know their GS1 prefix, should contact GS1 – Canada to find out your GS1 prefix. GS1 website: www.gs1ca.org – there are 3 locations within Canada – so go to the "Contact Us" to determine which one you should contact.**	
6/4/14	**Marilyn to post updated Business Rules to Website**	
6/4/14	**Marilyn to check the macros on MS Excel Business Rules workbook (Not working correctly).**	
6/4/14	**Heather Byrne-Moumdjian to confirm if DuPont is using version 2.1 – Business Rules - "DuPont is using version 2.1, where Elemica takes in Ag eStandards 5.3 as specified by CPCC and converts to 2.1**	

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

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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

K-O Mtg (2/11-2/13/2014)	Need to create business use cases for the Ship Process by 3/31:
	• Bulk Shipment
	    o Bill, Monsanto
	    o Cliff, Tyler, Lori / Bonnie
	    o Lance, Univar
	
	Highlighted the individual who will lead
		• Bulk Shipment
		    o Complete

K-O Mtg (2/11-2/13/2014)	Need create business use cases for the Order Process by 3/31:
	
	• Consignment / Delayed billing are the same thing
	    o Tiffany, BASF
	    o Lisa, Bayer (Victoria)
	    o Greg, Richardson
	• Blanket Order
	    o Lance, Univar
	    o Bill, Monsanto
	Early Booking
	    o Heather, Dupont
	    o Cecilia, CPS
	
	Highlighted the individual who will lead
		• Consignment / Delayed billing are the same thing
		• Complete

K-O Mtg (2/11-2/13/2014)	Need to create business use cases for the Invoice Process by 3/31:
	• Debit memo
	    o Kelly, UFA
	    o Stephanie, DOW
		• Complete

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	• Credit memo
	   o <mark>Shona</mark>, Bayer (Victoria)
	   o Mark, Bayer (Victoria)
	   o Cecilia/Pam, CPS
	• Manually processed miscellaneous invoices
	   o <mark>Stephanie</mark> & Amanda, DOW
	
	Highlighted the individual who will lead
	  •	

K-O Mtg (2/11-2/13/2014)	Marilyn to see if there is any Lessons Learned from the SAP sub-group from AEC.	In process: Unable to find any notes – no response back 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

K-O Mtg (2/11-2/13/2014)	Need to create business use cases for the Ship Process by 3/31:
	• Tracking containers – Lot numbers
	   o Brad & Susan, FMC
	   o Greg, Richardson
	
	Highlighted the individual who will lead
		• Tracking containers – Lot numbers
		   o Complete

K-O Mtg (2/11-2/13/2014)	Stephanie/Heather/SRI– by 3/31 report back status on accepting V5.3	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.
4/23/14	Marilyn to follow up with FMC on AGIIS subset	Complete - Emailed – 4/29/14
4/23/14	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?	Emailed 2 AEC implementers on 4/28 – got responses on 4/29. 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.

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.

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.

Complete

	Manufacturers – Check w/ US counter-part about AGIIS subset (determine if you need separate)	BASF – complete
K-O Mtg (2/11-2/13/2014)		Bayer – have complete
		Dow – have completed
		DuPont – complete
		FMC – completed
		Monsanto – complete
		Syngenta – have completed
		Complete
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	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 – Josh will follow up again this week, if he doesn't hear anything. 5/14 Josh will update group – talks continue. Completed
3/5/2014	Josh to bring 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.	That discussed on 3/26/2014. Marilyn to follow up with Josh. In progress with DOC. 4/30 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	Mfg to look at their invoices and identify how they are sending InvoiceTotals	Complete
		•