

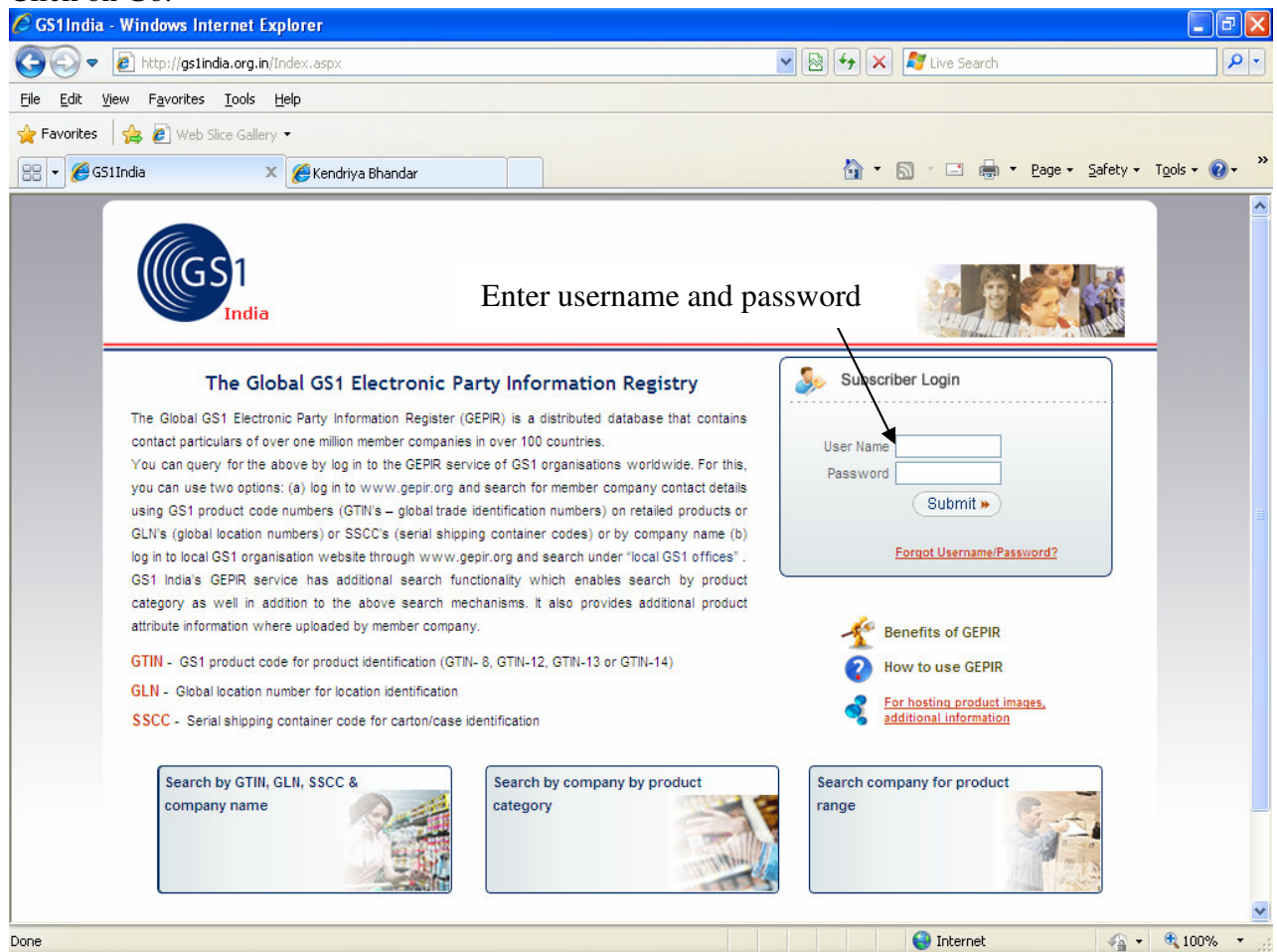
Annexure A

Steps for entering product details in GEPIR

Step 1: Login to <http://www.gs1india.org.in>

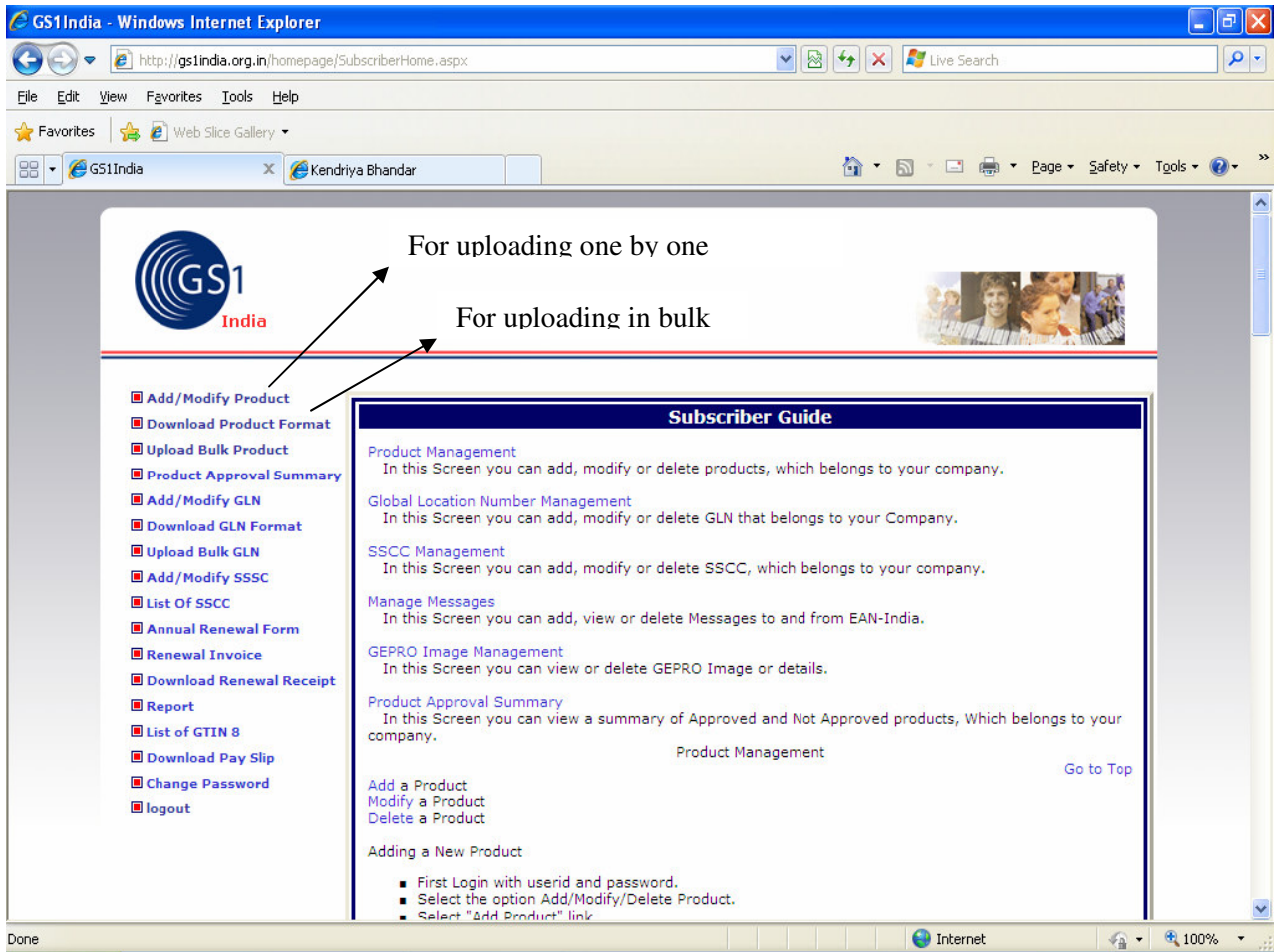
In Subscriber's Login section, under "Username" enter your GS1 company prefix (allocated by GS1-India) and "Password" your initial password has been mentioned in the registration letter.

Click on Go.



The screenshot shows a Windows Internet Explorer browser window displaying the GS1 India website. The address bar shows the URL <http://gs1india.org.in/Index.aspx>. The page features the GS1 India logo and the heading "Enter username and password". Below this, there is a "Subscriber Login" section with a "User Name" input field, a "Password" input field, and a "Submit" button. A red link for "Forgot Username/Password?" is also present. To the left of the login section, there is a description of the Global GS1 Electronic Party Information Registry (GEPIR) and search options: "Search by GTIN, GLN, SSCC & company name", "Search by company by product category", and "Search company for product range". The browser's status bar at the bottom shows "Done" and "Internet".

Step 2: Click on “Add Modify Product” in the Subscriber Guide and then on “Add New GTIN” to add a new product



Please note that the added products will be available in the Product approval summary on the next working day of addition.

Step 3: Adding information for a product

Add New Product
FOR: GS1 INDIA - 8901072

[Guidelines to fill up form](#)
* Indicates Mandatory fields

EAN/UPC Type	EAN13	Help
Segment	Select a Segment *	Help
Product Category	Select a Product Category *	Help
Sub Category	Select a Sub Category *	Help
GTIN		Help
Product Name		(Max 60 chars)
Quantity	0	(For EAN-14 only)
Height		(Centimeters eg 23.4567)
Width		(Centimeters eg 33.4467)
Length		(Centimeters eg 34.4467)
Weight/Volume		Eg: 50 gms/100 ml
Customs Harmonized Code		

Submit Close

On click of “Add” button in Step 2, the “Add New Product”

Enter information in the following fields:

➤ **EAN/UPC Type**

Select one of the following

a) If you are an GS1 India member -

- Select EAN-13 for a 13 digit product code
- Select EAN-14 for a 14 digit code used at trade unit level.

b) If you are a UPC member -

- Select UPC for a 12 digit product code
- Select EAN-14 for a 14 digit code used at trade unit level.

➤ **SEGMENT, PRODUCT CATEGORY AND PRODUCT SUB-CATEGORY**

- Select the appropriate “Segment“, “Product Category” and “Product Subcategory” for your product

➤ **GTIN**

- Enter each EAN/UPC product code generated for each product using the EAN/UPC company prefix number
- **PRODUCT NAME**
 - Enter each product name. (Max 40 characters)
- **QUANTITY**
 - (Applicable for EAN-14 only). This is a packaging/ quantity indicator for trade unit packaging
- **HEIGHT, WIDTH, LENGTH (Optional)**
 - Enter the Height, Width and Length in centimeters of product
- **WEIGHT/ VOLUME (Optional)**
 - Enter Weight/volume for each product e.g. 500gms., 200ml., respectively.
- **CUSTOMS HARMONIZED CODE (Optional)**
 - Enter the Customs Harmonized Code(if relevant) for your product

Click on the "Submit" button to enable product related information entered by you to be submitted to the EAN India GEPIR System Administrator for his approval prior to its hosting.

REPEAT STEP 3 FOR EACH PRODUCT TO BE ADDED.
MODIFICATION OF ALREADY ADDED PRODUCT CAN BE DONE IN
A SIMILAR WAY.