

GS1 DIY Self Learning Materials

*Submitting Product Information into
the Member Product Databank*

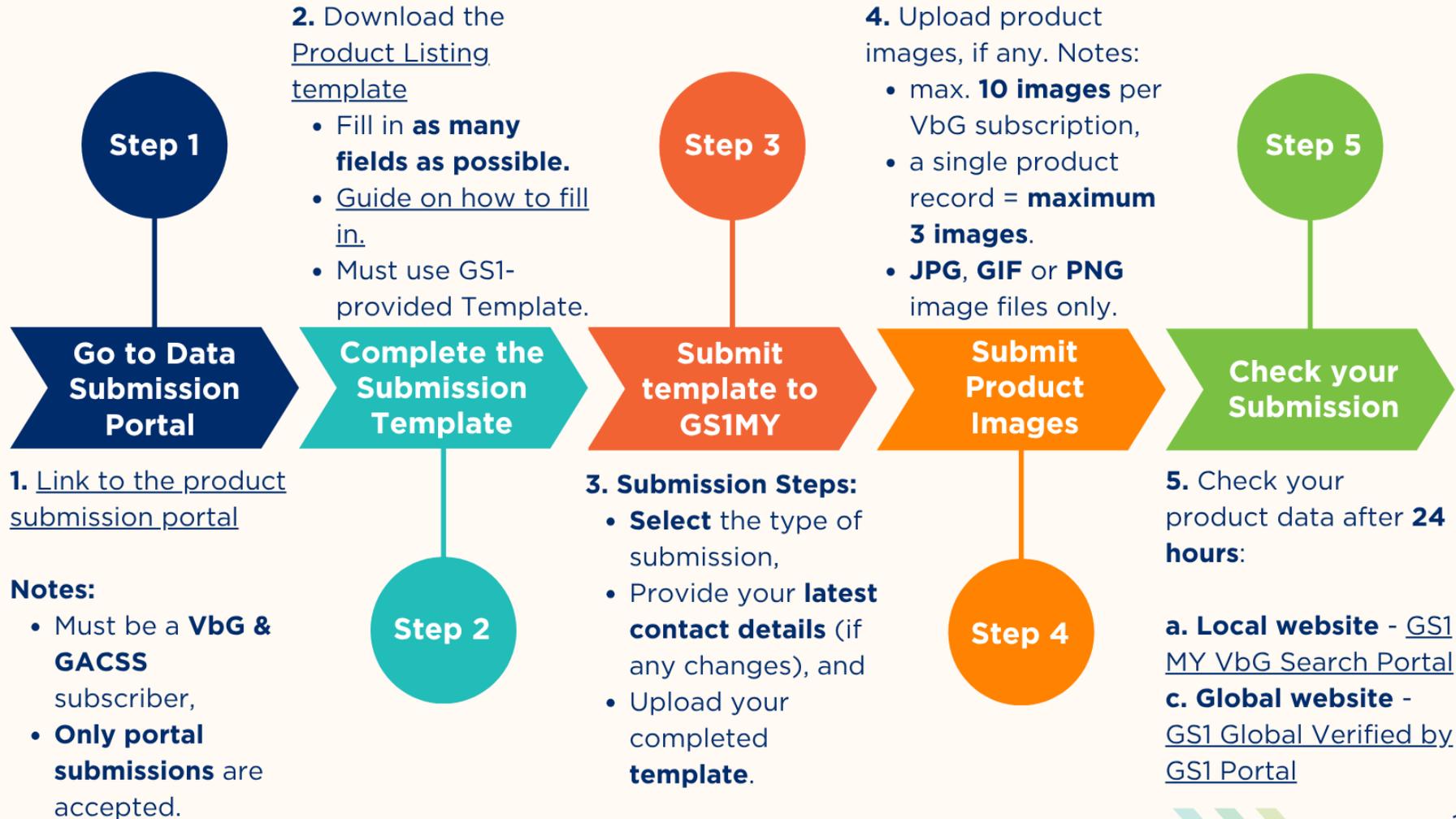
GS1 Malaysia Berhad



The Member Product Databank

How to submit your product listing to GS1 Malaysia's online trusted product repository

GS1 Product Data Submission Steps



Verified by GS1 (VbG) for Validation, Integrity and Contingency Turning Compliance into Trust

Including each section improves accuracy of product authentication


Active GS1
Member &
VbG &
GACSS
Subscriber

Submits

Product Details
(Retail Level,
1 product item's worth)

- GTIN-13
- Product Name
- Brand Name
- Product Measurements
- Product Dimensions
- Product Description
- Product Images

Product Trade
Details

- GPC Class Code
- GPC Brick Code
- Product Origin
- Target Market

Product Certification
(e.g. Halal, MESTi,
etc.)

- Certification Type
- Certification Status
- Certification Expiry
- Certification Serial Number

Carton Details
(Non-Retail Level, 1
carton's worth)

- GTIN-14
- Carton Name/Details
- Carton Measurements
- Carton Dimensions
- Carton Origin
- Carton Target Market

Registers

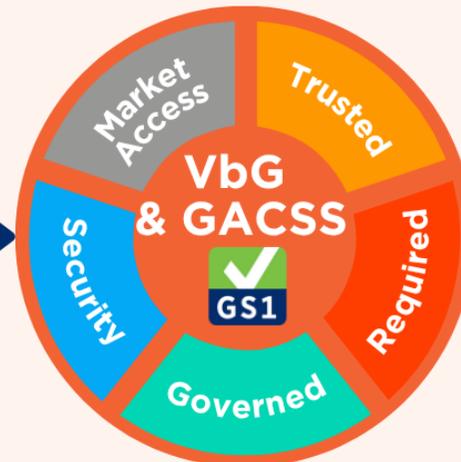
GS1 Member
Company Information

- Company Name
- Registration No.
- Company Address
- Company Contacts

Included

GS1 Member Membership
Information

- GS1 Company Prefix (GCP)
- GS1 License Type
- GS1 License Validity



GS1-managed
trusted data
repositories

(1)

Fill in the Product Listing Submission Template

Product Listing Submission Template

Retail Tab

By submitting this form, you indicate your agreement to the following:

We, the Member, hereby understand that the GS1 company prefix and barcode numbers are licensed for use by my company by GS1 Malaysia. We agree to provide product information provided by our company as GS1 Malaysia deems necessary as a trusted source of product information for retailers, international buyers information deemed sensitive and/or intended only for limited distribution should be stated as such in this form. The Member must hereby ensure accuracy of information provided in this document. The 13-digit barcode numbers are generated by members themselves, or can be generated by GS1 Malaysia on product information in a product listing will incur a fee of **RM50 per SKU**. All submissions must not include the symbols %, !, @, #, \$, %, ^, &, *, (,), <, >, /, /, (,), L every calendar month. Additional submissions and amendments within a calendar month are subject to **RM 100.00 per submission**. You can request for a list

Company Name:	[Key in the Company]					
GS1 Licensed Company Prefix 955 (xxxxxx) :	[For Standard Membership = xxxxxxx or xxxx, For S					
Core Product Information (Compulsory)						
GS1 13-Digit Barcode Number	Product Name	Brand Name	Are you the Product Owner? (Y OR N)	Quantity (for a single product unit)	Unit of Measurement (single product unit)	Product Dimensions (mm)
IMPORTANT: YOU must provide a Valid GS1 barcode number for your Product!	<i>Provide the name of the product that would be displayed on the packaging</i>	<i>Provide the name of the brand for the product</i>		<i>Eg. 100 or 1. If colour or weight differs unit to unit, provide rough count/weight and add 'variable' e.g. 100g, variable</i>	<i>Eg. ml, g, pieces, dir, box, If product contains multiple smaller items with weights give count then individual weight (i.e. sachets, 5g each)</i>	<i>Kindly provide the height x depth x width, in mm</i>
955xxxxxxxxxx	Maggi Chill Sauce	Maggi Malaysia	Y	500	ML	240x60x60
	Example Fruit Product	EFFP	N	1	Pcs	
THESE ARE EXAMPLES!	Example Furniture Product	EFFP	Y	1	Item (Part 1 of 4)	1800 x 750 x 30
	Champs Chewables Blackcurrant	CCM Pharmaceut	Y	100	tablets	105 x 55
	Java Tea 25	BALUNG	N	25	Sachets (60 G each)	190mmx60mmx

- For Product level data only.
- 13-digit GS1 barcode only.
- Complete this first before sharing non-retail data.
- Increase your product visibility by filling in as much information as possible.

Non-Retail Tab

For the Submission of Carton & Pallet in (also referred to as Non-Retail Items or T Please read each column's details before you

Base/Inner Unit Barcode	GTIN-14 Carton Barcode Number	Non-Retail Unit Description	Quantity inside 1 carton	Unit of Measurement for 1 carton	Dimensions of 1 carton (mm)
<i>Please fill in the 13-digit barcode number (GTIN-13) of the product here</i>	<i>Please fill in the 14-digit barcode number (GTIN-14) of the carton here.</i>	<i>Please provide a description of the carton or trade item e.g. Coca Cola Shipping Carton</i>	<i>Total number of products inside 1 carton</i> Eg. 1000	<i>Eg. bottles, liter, pcs</i>	<i>Eg. length x width x height</i>
<i>(If the carton contains more than 1 product type/model, do not use this column!)</i>					

- For Carton or Pallet level data only.
- 14-digit GS1 barcode only.
- Improve trade item traceability and inventory management by filling in as much information as possible.
- If a carton item will be sold as a product, list in Retail Tab instead.

Product Listing Submission Template

Terms & Conditions Tab

GS1 Malaysia Product Listing Submission Terms and Conditions

GS1 Malaysia Berhad reserves the right to solely **reject** the uploading of the product provided is **not in accordance** to GS1 **product submission guidelines** as stipulated. **Additional charges (see below) will be levied for any request to upload rejected products.**

We, the Member, hereby understand that the GS1 company prefix and barcode number are provided by our company as GS1 Malaysia deems necessary as a trusted source of product information for trading partners and any other marketing and promotion activities.

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

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

Only **active GS1 members** who have subscribed for the **Verified by GS1 - Product Listing Submission** can upload their product information.

- Lists down the terms and conditions that govern the submission of product data.
- A must-read for before you submit your product data.

Country Code Tab

Country Full Name	Alpha-2 Code
Afghanistan	AF
Åland Islands	AX
Albania	AL
Algeria	DZ
American Samoa	AS
Andorra	AD
Angola	AO
Anguilla	AI
Antarctica	AQ
Antigua and Barbuda	AG
Argentina	AR
Armenia	AM
Aruba	AW
Australia	AU
Austria	AT
Azerbaijan	AZ
Bahamas	BS
Bahrain	BH
Bangladesh	BD
Barbados	BB
Belarus	BY
Belgium	BE
Belize	BZ

- List of country codes under the Alpha-2 designation for reference.
- Provide during Target Market submission.
- Only use Alpha-2.

Core Information (Compulsory)																							
Column Title:	Barcode	Product Name	Brand Name	Are you the Product Owner?	Quantity (for a single product unit)	Unit of Measurement (single product unit)	Product Dimensions (mm) (L x W x H)																
What does it mean?	List your product's unique GS1 GTIN-13 Barcode Number here.	Provide the name of your product, i.e. what is shown on the product packaging.	Provide the product's brand name . You can also list your company name.	State whether you are the product owner. Note down only 1: Y = brand owner N = distributor, reseller, retailer	<ul style="list-style-type: none"> The amount contained in a single product unit. If product contains individual packets or items, give the total number of packets/items per container, OR give the total weight. 	How a single product unit is measured by weight or quantity. Use the codes below: <table border="1"> <thead> <tr> <th>Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>MLT</td> <td>Millilitre</td> </tr> <tr> <td>GRM</td> <td>Gram</td> </tr> <tr> <td>KGM</td> <td>KG</td> </tr> <tr> <td>H87</td> <td>Piece</td> </tr> <tr> <td>LTR</td> <td>Litre</td> </tr> <tr> <td>SET</td> <td>Set</td> </tr> <tr> <td>AS</td> <td>Assortment</td> </tr> </tbody> </table>	Code	Description	MLT	Millilitre	GRM	Gram	KGM	KG	H87	Piece	LTR	Litre	SET	Set	AS	Assortment	How a single product unit is measured by length, width, and height , in millimeter (mm)
Code	Description																						
MLT	Millilitre																						
GRM	Gram																						
KGM	KG																						
H87	Piece																						
LTR	Litre																						
SET	Set																						
AS	Assortment																						
E.g.:	955xxxxxxxxxC	Chewables Blackcurrant	CHAMPS	Y	100	tablets	240x60x60																
	955xxxxxxxxxC	Maggi Chilli Sauce	MAGGI	Y	500	MLT	1800 x 750 x 30																
	955xxxxxxxxxC	Java Tea 25	BALUNG	N	25	Sachets (60 G each)	190x60x65																

Global Product Classification (GPC), Compulsory		
Column Title:	<p>GPC Class Code The format is: (Code) + - + (Description). Required for Premier Trusted Search Engine.</p>	<p>GPC Brick Code Give the closest match from the Brick Code Table. Only list the 8-digit code. Required for upload of product data onto the GS1 Global Registry Platform (GRP)</p>
What does it mean?	<p>Click here to open the GPC Browser.</p> <p>This will be used for business matching and for retailer reference, so please give the closest match.</p> <p>Kindly fill in the code from the Class Table. The format is: (Code) + - + (Description).</p>	<p>Click here to open the GPC Browser.</p> <p>This will be used for business matching and for retailer reference, so please give the closest match.</p> <p>Kindly fill in the code from the Brick Table. Only the 8-digit code is required.</p>
E.g.:	<p>50171800 - Sauces/Spreads/Dips/Condiments</p>	<p>10006325</p>
	<p>50201700 - Coffee/Tea/Substitutes</p>	<p>10000116</p>

What is Global Product Classification (GPC)?

A list of **product classification codes** used to **classify** different **types of products** to support business search engine requirements.

How to get your GPC:

Go to <https://gpc-browser.gs1.org/>

1. Key in your product Name, e.g., Coffee Beans
2. Select the relevant **Class Code**; i.e., 50202600 – Coffee
3. Select the relevant **Brick Code**; i.e., 10008180 – Capsules/Pods

GPC Browser

The GPC browser allows you to browse all components (Segment, Family, Class, Brick and Attribute) of the current GPC schema.

The screenshot shows the GPC Browser interface with the following elements:

- 1**: Search bar containing "Coffee Beans" and a search icon.
- 2**: A dropdown menu showing the hierarchy: Segment 50000000 Food/Beverage > Family 50200000 Beverages > Class 50202600 Coffee/Coffee Substitutes.
- 3**: A dropdown menu showing the Brick selection: > Brick 10008180 Coffee - Capsules/Pods.

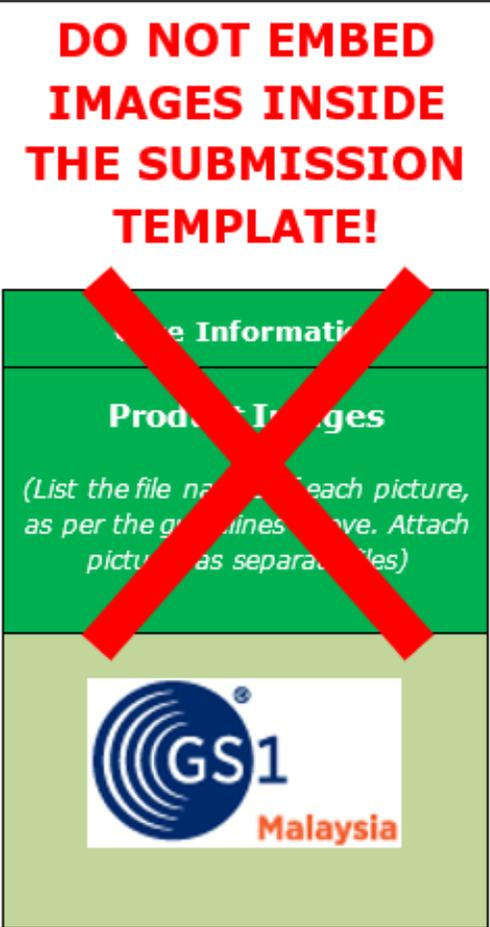
Core Information

Column Title:	Country of Origin	Target Market	Product Short Description
	<i>Provide product manufacturing origin. If repackaged, state as such & provide CoO of raw materials</i>	<i>Provide the country code of the target market(s) where the product would be traded at. Refer to Country Name List Tab for full list of countries.</i>	<i>Please provide a short write-up about your product</i>
What does it mean?	<p>Provide the name of the country where the product was made or final assembled.</p> <p>Referenced by KPDM for their “Buy Made-in-Malaysia Products” Initiative.</p>	<p>Provide the 2-Character Country Code of each country considered as a Target Market by your company.</p> <p>List of country codes provided in separate tab.</p> <p>Important for Retailers and Distributors.</p>	<p>Give us a short write-up about the product e.g. how to use, recommended dosage, etc.</p>
E.g.:	Malaysia	MY, SG, TH, ID	<p>This blackcurrant-flavored snack is bursting with nutrients and vitamins, to keep your little one healthy and energetic</p>
	Made In Sabah	MY	BALUNG Java Tea

Product images can be of approved / final artwork if the product or the packaging is not on the market yet.

	Core Information
Column Title:	Product Images <i>(List the file names of each picture, as per the guidelines above. Attach pictures as separate files)</i>
What does it mean?	<ul style="list-style-type: none">• Free upload of 10 product images per company, per VbG & GACSS subscription• Additional pictures can be uploaded at RM50.00 per picture.• You can list the product image URLs, if any, or send the product images in a compressed/zip file with the following naming conventions: "<Product GTIN>-1.jpg" or if only 1 picture "<GTIN>.jpg"• Please only send your picture in ".JPG", ".JPEG", ".GIF" and ".PNG" formats to keep the file size down.• Do NOT embed or attach the pictures inside a Word or Excel document, or as a PDF file. Please send as a picture file. You may send them as a compressed file (.zip, .7z, .rar)• Submitted pictures can be used for simple authentication.
E.g.:	955xxxxxx0001-1.jpg, 955xxxxxx0001-2.jpg
	955xxxxxx0001.jpg

DO NOT EMBED IMAGES INSIDE THE SUBMISSION TEMPLATE!



The diagram illustrates the correct submission format. It shows a template with a green header for 'Core Information' and a green section for 'Product Images' containing the instruction: '(List the file names of each picture, as per the guidelines above. Attach pictures as separate files)'. A large red 'X' is drawn over the entire template, signifying that images should not be embedded within it. Below the template is the GS1 Malaysia logo, which consists of a blue circular icon with white lines, the text 'GS1' in blue, and 'Malaysia' in orange below it.

Note: Only certificate submissions **with all fields completed will be uploaded**. If the certificate does not have an expiration date, please list down as "n/a", do not leave blank.

	Certification (Fill All if present, leave blank if not)			
Column Title:	Certification Status (Y, N, In progress)	Issuing Body (Give name of the governing body that issued the cert)	Certification Expiry Date (Format is YYYY-MM-DD)	Certification Identifier (Provide the code that uniquely identifies this cert belongs to you)
What does it mean?	<p>Provide only 1:</p> <ul style="list-style-type: none"> • Y = Certificate present • N = Certificate present but not renewed, no certificate • N/A = not applicable • In Progress = Certificate Application pending 	List down the name of the organization that issued the certificate.	<p>Provide the certificate's expiry date.</p> <p>Format must be YYYY-MM-DD</p>	Provide the unique Certificate number.
E.g.:	Y	JAKIM	2028-01-01	010118/JAKIM
	N	JAIS	2025-02-02	020215/JAKIM
	In Progress	<u>MESTi</u>	n/a	n/a
	Y	NPRA	2028-02-28	MAL12345678A

Note: **Fill in the Retail Tab first**, then use the barcode numbers there to generate your carton-level barcodes.
 Listed cartons should only **contain 1 type of product**.

Column Title: <i>Please fill in the 13-digit barcode number (GTIN-13) of the product here</i>	Base/Inner Unit Barcode <i>Please fill in the 13-digit barcode number (GTIN-13) of the product here</i>	GTIN-14 Carton Barcode Number <i>Please fill in the 14-digit barcode number (GTIN-14) of the carton here.</i>	Non-Retail Unit Description <i>Please provide a description of the carton or trade item e.g., Coca Cola Shipping Carton</i>	Quantity inside 1 carton <i>Total number of products inside 1 carton E.g., 1000</i>	Unit of Measurement for 1 carton <i>E.g., bottles, liter, pcs</i>	Dimensions of 1 carton (mm) <i>E.g., length x width x height</i>
What does it mean?	Provide the 13-digit barcode of the product type or model that goes into the carton. IF you intend to have multiple product types/variants inside 1 carton, DO NOT input anything in this column.	Provide your carton or trade item's 14-digit barcode here.	Give a description of the non-retail product.	Provide the total base/inner product's quantity inside 1 carton e.g., 1 x carton of Coca Cola has a total of 120 cans.	Provide the base/inner product's type, e.g., bottles, pieces, etc. for 1 carton.	Provide the dimensions of 1 carton box, in millimeter (mm)
E.g.:	955xxxxxxxxxC	1955xxxxxxxxxC	<u>Chewables</u> Blackcurrant, Carton	25	Bottles	1800 x 750 x 30
	955xxxxxxxxxC	1955xxxxxxxxxC	<u>Chewables</u> Blackcurrant, Carton	2500	Tablets	1800 x 750 x 30
	955xxxxxxxxxC	1955xxxxxxxxxC	<u>Chewables</u> Blackcurrant, Carton	12.5	KGM	1800 x 750 x 30

Column Title:	<p align="center"><u>GPC Class Code</u></p> <p>Click here to open the GPC Browser. The format is: (Code) + - + (Description). Required for <u>Retailer Dashboard Search.</u></p>	<p align="center"><u>GPC Brick Code</u></p> <p>Click here to open the GPC Browser and give the closest match from the Brick Code Table. Only list the 8-digit code. Required for upload of product data onto the GS1 Global Registry Platform (GRP)</p>	<p align="center">Country of Origin</p> <p><i>Product manufacturing or assembly origin. Malaysian manufacturers are encouraged to support Buy-Made-In-Malaysia-Products Initiative by providing name of State.</i></p>	<p align="center">Target Market</p> <p><i>Trade location of product. Refer to Country Alpha-2 Codes Tab for full list of countries.</i></p> <p><i>Required for upload of product data onto the GS1 Global Registry Platform (GRP)</i></p>
What does it mean?	<p>Click here to open the GPC Browser.</p> <p>This will be used for business matching and for retailer reference, so please give the closest match.</p> <p>Kindly fill in the code from the Class Table. The format is: (Code) + - + (Description).</p>	<p>Click here to open the GPC Browser.</p> <p>This will be used for business matching and for retailer reference, so please give the closest match.</p> <p>Kindly fill in the code from the Brick Table. Only the 8-digit code is required.</p>	Where the product was made or assembled. Provide if possible.	<p>Provide the 2-Character Country Code of each country considered as a Target Market by your company.</p> <p>List of country codes provided in separate tab.</p> <p>Important for Retailers and Distributors.</p>
E.g.:	<p align="center">51121600 - Vitamins/Minerals/Nutritional Supplements</p>	<p align="center">10000467</p>	<p align="center">Malaysia</p>	<p align="center">MY, SG, TH, ID</p>
	<p align="center">50201700 - Coffee/Tea/Substitutes</p>	<p align="center">10000116</p>	<p align="center">Made In Sabah</p>	<p align="center">MY</p>
	<p align="center">50171800 - Sauces/Spreads/Dips/Condiments</p>	<p align="center">10006325</p>	<p align="center">Singapore</p>	<p align="center">MY, SG</p>

Need assistance?

Databank Enhanced Services

The Member Product Databank covers many aspects of product information upload & sharing using the Global Product Classification (GPC). GS1 Malaysia has the **Databank Enhanced Services** to assist our members to submit their product information onto our **local (Member Product Databank) and global (Registry Platform) trusted repositories.**

*Note: This service is available to all active GS1 Malaysia members. Processing time is **3 to 5 working days.***

No	Enhanced Service	Cost (RM)
1	Upload product information into Member Product Databank, outside of the monthly free upload for VbG & GACSS subscribers	100 per submission
2	Retrieve product information from Member Product Databank	100 per prefix per request
3	Determine Global Product Classification (GPC) Codes (Class + Brick)	50 per GTIN/SKU
4	Product Image upload into Member Product Databank *	50 per image
5	Amendment of product information after upload	50 per GTIN/SKU

** Outside of the 10 free image uploads for VbG & GACSS subscribers*

(2)

Submit the Template to GS1 Malaysia

Member Product Databank Sharing and Uploading Protection

1. Your product submissions will **only** be uploaded onto **GS1-managed repositories**, namely:
 - **GS1 Malaysia Member Product Databank**
 - **GS1 Global Registry Platform** (*via the **GS1 Activate Service for Verified by GS1***)
2. Your product submissions and company information **will not be shared** by GS1 Malaysia with any non-GS1 repository, database, platform, organisation or other 3rd party entity, in keeping with **Malaysia's Personal Data Protection Act 2010 (PDPA)**.

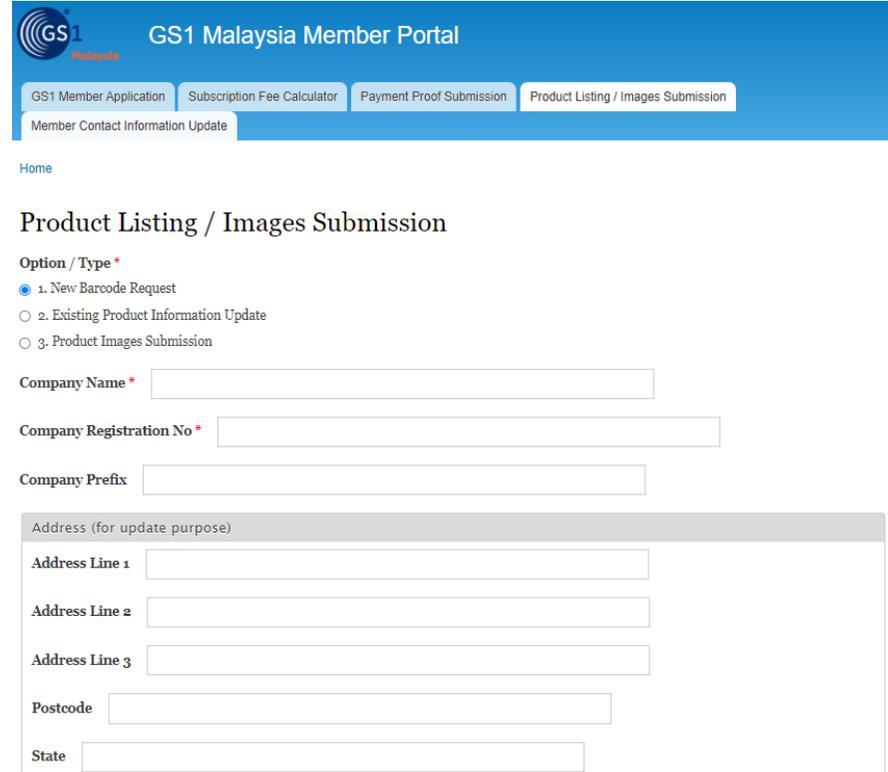
Submitting your Product Information

1. Upload your product listing and any images here:
<https://www.gs1my.com/member/r1/node/6>

*Scan here to go to
the submission
portal!*



2. Allow **2-3 working days** for processing and upload



The screenshot shows the GS1 Malaysia Member Portal interface. At the top, there is a blue header with the GS1 logo and the text "GS1 Malaysia Member Portal". Below the header, there are several navigation tabs: "GS1 Member Application", "Subscription Fee Calculator", "Payment Proof Submission", and "Product Listing / Images Submission". The "Product Listing / Images Submission" tab is selected. Below the tabs, there is a "Home" link and the title "Product Listing / Images Submission". Under the title, there is a section for "Option / Type" with three radio button options: "1. New Barcode Request" (selected), "2. Existing Product Information Update", and "3. Product Images Submission". Below the options, there are several input fields: "Company Name", "Company Registration No", "Company Prefix", and "Address (for update purpose)". The "Address (for update purpose)" section contains four input fields: "Address Line 1", "Address Line 2", "Address Line 3", "Postcode", and "State".

(3)

**Check if the information is
correctly uploaded**

GS1 Malaysia Verified by GS1 Search Portal

- Users can search using the following:

- **GTIN**
- **Company Name**
- **GLN**



<https://databank.gs1my.com/#>



GS1 Malaysia Verified by GS1 Search
Portal

Retailer & Partner Login

Search

Search by

GTIN Company GLN

Enter search term or scan barcode

Search

Scan Barcode

Copyright © 2025 GS1 Malaysia Berhad. GS1 Malaysia Verified by GS1 Search Portal.

Submission Terms & Conditions

1. 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.**
2. We, the Member, hereby understand that the GS1 company prefix and barcode numbers are licensed for use for my company by GS1 Malaysia.
3. 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.

Submission Terms & Conditions

4. We agree to abide by the Terms and Conditions governing GS1 Malaysia Berhad subscribers.
5. It is a member's sole responsibility to ensure that all assignments of GS1 barcode numbers onto their trade items follow the GS1 GTIN allocation rules so that your licensed global company prefix is used properly and orderly.
6. Only **active GS1 members** who have subscribed for the **Verified by GS1 & GAC Support & Services (VbG & GACSS)** can upload their product information.
7. All product information must be submitted using the **Product Listing Template** provided by GS1 Malaysia.
 - Special consideration (subject to management review) can be provided to assist members to submit their product information at **RM 100.00 per SKU**.

Submission Terms & Conditions

8. Member product listing submissions are limited to **once every calendar month**. Additional submissions within a calendar month are subject to **RM 100.00 per submission**.
9. VbG & GACSS Members are allowed to upload **10 free images** per company, per VbG subscription
 - Additional pictures above that limit will incur an additional fee of **RM50.00 per additional picture**, up to a technical maximum of **3 images per product**.
10. Each field has a character limit, members are reminded to not exceed the standard limit of **14 digits** (numbers, not including the barcode numbers) and **20 characters** (other fields).
11. VbG & GACSS Members can request to **retrieve all submitted** product data at **RM 100.00 per request**.

Submission Terms & Conditions

11. Each product information submission must be accompanied with a **valid GS1 barcode number (GTIN-13 or GTIN-14)**. GS1 Malaysia Berhad does not generate barcode numbers for the member by default, members can generate the numbers themselves or use GS1 Malaysia's Barcode Number Generation Service to generate barcode numbers:

- **RM 375.00** for **250** barcode numbers (**GTIN-13**)
- **RM 500.00** for **1,000** barcode numbers (**GTIN-13**)
- Other options are available, kindly contact GS1 Malaysia for further information.

Submission Terms & Conditions

12. Should a submission be rejected by GS1 Malaysia, members may opt for one of the following options:
- i. Request GS1 Malaysia Berhad to upload the product information "**as is**". Thereafter, GS1 Malaysia Berhad will **neither be held liable nor responsible for any inaccurate information or depiction** that may be displayed via our Product Search Portal, Databank Mobile App or Retailer Dashboard.
 - ii. Request GS1 Malaysia Berhad to **include or amend** the submitted information, with the understanding that any request to revise or include attributes, product or image information in a product listing outside of stated norm will incur a fee of **RM50.00 per SKU**.

Official GS1 Communications Channels

Official GS1 Malaysia WhatsApp

+6014-3933 228

(Membership, Services & Support)

+6011-1616 8228

(Membership, Services & Support)

+6016-2455 228

(Strictly for Payment Only)

+6012-2722 646

(Strictly for Payment Only)

Official GS1 Malaysia Land Line

+603-6286 7200

Official GS1 Malaysia Emails

gs1malaysia@gs1my.org

membership@gs1my.org

payment@gs1my.org

databank@gs1my.org

Official GS1 Malaysia Website

www.gs1my.org