CEN

WORKSHOP

AGREEMENT

CWA 16356-2

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English version

Guide for a European CORE INVOICE data model with UN/CEFACT CII Implementation Guideline - Part 2: European CORE INVOICE data model
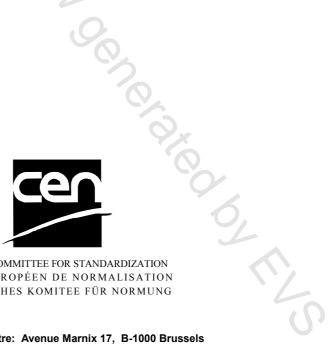
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Foreword

This multi-parts CWA is the result of a project that has been carried out as a joint activity between the relevant CEN Workshops: i.e. eBES, eInvoicing-3 and BII2. The project is known as MUG (Message User guidelines).

The CWA is made up of three parts:

— Part 1: Introduction

— Part 2: European CORE INVOICE data model

— Part 3: European CORE INVOICE syntax mapping

The final CWA has been adopted by the three Workshops on the 30th of August 2011.

The current document is Part 2.

This CEN Workshop Agreement has been drafted and approved by a Workshop of representatives of interested parties on the 30th of August 2011, the constitution of which was supported by CEN following the public call for participation made on 24th of October 2010.

A list of the individuals and organizations which supported the technical consensus represented by the CEN Workshop Agreement is available to purchasers from the CEN-CENELEC Management Centre. These organizations were drawn from the following economic sectors:

- Information Technology;
- Trade Facilitation, and
- Financial Services industry.

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The final review/endorsement round for this CWA was started on 1st June 2011 and was successfully closed on 31st July 2011.The final text of this CWA was submitted to CEN for publication on 1st September.

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Comments or suggestions from the users of the CEN Workshop Agreement are welcome and should be addressed to the CEN-CENELEC Management Centre.

0 Introduction to part 2

0.1 Purpose

Part 2 of this CEN Workshop Agreement (CWA) is concerned with identifying the business requirements that should be supported with a Core Invoice and to describe a data model and business rules that would be required to support those business requirements.

0.2 Background

0.2.1 General

Electronic invoices have been exchanged between companies for 20 years to 30 years yielding great cost savings and improvements in efficiency. These implementations have however tended to be tailored for each bilateral exchange or a narrow group of trading partners. Consequently, they have required sufficient volume of invoices to be exchanged between those trading partners, to be economical. Implementations of electronic invoicing where the volume is low have been limited.

An invoice is one of the set of documents exchanged between parties in the procurement process. These documents are gradually developing into electronic documents.

When implementing electronic documents the trading partners need to agree on three main issues:

- the sequence of the documents exchanged

- the content of these documents and

- the business rules that govern the exchange.

When these issues are defined amongst a small group of trading partners, based on their specific needs it has usually been the experience that these invoices cannot be exchanged with other trading partners who were not part of original group. Consequently, each additional implementation has required some adjustments and implementation cost.

The objective of this CEN Workshop Agreement (CWA) is to enable large and small companies and organizations throughout Europe to exchange electronic invoices without using bilaterally agreed specification and implementations by specifying a Core Invoice. Following are business scenarios where such Core Invoices could be useful.

- Small, medium size buyers can implement reception of Core Invoices and write the implementation cost off against multiple sellers.

- Small, medium size sellers can offer all their buyers the option of receiving Core Invoices in a uniform way.

- Large buyers can receive Core Invoices for general operational expenses while using bespoke implementations towards large sellers.

- Large sellers with a large number of buyers who each receive few invoices may offer their buyers to receive Core Invoices.

Other opportunities that Core Invoice can provide include:

- A standardized form of electronic Core Invoices may provide opportunities for software developers to create standard software modules for electronic invoicing, lowering the cost barrier for the users. It is expected that adoption of Core Invoices will create new opportunities for optimizing internal processes in companies and organizations, creating new opportunities for software solutions and services in the IT industry at the same time as lowering operations costs in companies.

- Standardized electronic Core Invoices may create opportunities for developing various added value services for creating and processing electronic invoices. Such services may be especially interesting for small and medium sized companies as well as micro size and even private households. Such services may be provided bundled with various other services such as financial services, accounting services, telecom services etc.

0.2.2   Target users

The MUG Core Invoice is mainly intended for those who exchange invoices with many sellers/buyers but usually few invoices with each. The Core Invoice thus enables an investment in electronic invoicing to be compensated with savings in trading with many parties without requiring tailored implementation for each. It may, nevertheless, be applied to trading partners with large volume of invoices if the Core Invoice fulfils the necessary business requirements. The core invoice can be used by any entity (private or public).

It is expected that trading partners that have specific requirements may not find the core invoice to be sufficient for their use. They are however invited to use the core invoice as a starting point and make necessary bilateral or industry specific modifications that will then only apply between those parties that agree on using those modifications.

0.3   Approach

The MUG project is a joint activity by three CEN workshops (eBES, BII2 and eInvoicing3) that have been concerned with the electronic invoice in one way or another. As such the MUG project is based on existing work from the three workshops as listed in the reference section of the workshop introduction document.

The approach applied in this report includes the following steps:

- Specification of the scope of a Core Invoice, based on definition of the core invoice in the BII architecture report and the Expert Group report annex 7.

- Identification of business processes or functions that may use information that is carried in an invoice from the seller to the buyer and scoping how each process is supported in a Core Invoice.

- Identification of the relevant external requirements that affect the content of an invoice, such as legal requirements and process related requirements.

- The Core Invoice data models from the BII workshop and the Expert groups were mapped together and the intersection between the two used as a starting point. This intersection was then modified to ensure support for business requirements identified in the scoping of the Core Invoice.

- Business rules that ensure a common method of processing the information in the Core Invoice are defined based on business rules already published by the participating workshops.

- The resulting data model and business rules defined in the part 2 of this CWA are stated in general terms with the intention of being syntax neutral. Each element is given a reference ID that can be used for mapping the data model into a specific syntax. Part 3 of this CWA provides such as mapping to the UN/CEFACT Cross Industry Invoice.