MEETING MINUTES

A-NZ Service Provider Forum

Date: **10 September 2020**

Time: 11:00am – 1:00pm (all times are in Sydney local time)

Chair	Mark Wierzbicki, Director, New Zealand Peppol Authority	
Members	Services Australia Esker Ozedi MessageXchange Storecove BE2BE NZ Pty Ltd Edicom Capital S.L Xero Havi Technology Pty Ltd Basware Corporation	Link4 Pacific Commerce IBM Australia Pagero AB Xaana Pty Ltd Payreq Australia Pty Ltd B2B Router The Block Ledger Pty Ltd OpenText
Observers	Various service providers undertaking accreditation were not identified to protect any potential commercial sensitivities	
Apologies	No apologies received	
Next meeting	TBC	

Agenda item: 1 – Welcome and administration

- The chair welcomed attendees
- Minute updates – B2B Router was an apology for last meeting and list Mark Stockwell as chair, taken to be accepted
- Action items update provided (refer to action items summary)

Agenda item: 2 – Invoice Content and Invoice Status

- Working group formed with a cross section of all corners represented
- 3 workshops to date and good progress, aiming to complete review Friday to allow writeup for broader consultation period.
- The outcome being each data field being assigned a best practice, good practice and optional classification to aid design and business rules.
- Process has seen working group work through all specification data fields initially with a business lens but looking at practical implications and identifying where additional guidance may be needed.
- Invoice response has been parked. There are some overlaps and we wanted to get data out asap so that design or build can be undertaken and get into the market.

- Next steps to have this written up and issued for feedback and consolation period
- Highlight looking for best practice guidelines to help interpret existing specs, Provide guidance to C1 and C4 so we get the interoperability. Need to address irritants and settle on common understanding
- Concerns of costs to C1 and this has been considered in conversations
- Process from here is:
  - Request feedback to gain level of comfort that group has landed in the right spot

   o Provide timeframes for people to conform, managing compliance with position when date set.
- Feedback has been received from around the world that they are interested in this working group and Peppol community will look upon it favourably and look to how it can be extended into Peppol more widely.

Agenda item: 3 – Peppol Authority update

Transport Infrastructure Agreements Migration

- Policy documents out for feedback closes tomorrow 11/9. A short second round of consultation to be undertaken before finalisation.
- Peppol will issue details of changes already made from round one feedback, so that feedback isn't duplicated. They will want policies settled before legal review of agreements. Anticipating signing before Christmas depending on when finalised by Management Committee.
- Aiming to have majority of all PA/SP signed by 10 November (TBC). Will take affect from 1 Jan 2021.
- Peppol want to get it right and may extend timeframes if needed.
- Domain specific requirements – Peppol yet to announce process to comply with these requirements or signing requirements. We don't know when these will be shared but asked Peppol in meeting held 9/9/20. Australia and New Zealand have put in thoughts on our requirements – e.g. security, subject to Change Management policy. The October SP forum will cover information provided by Peppol in the next community session.
- Next Peppol SP meeting 29/9 5pm EST

Updated Identifiers Guidance

- The Identifiers guidance note has been updated to correct the ebMS/AS4 - Participant related fields example, which had been based on the Peppol testbed. The originalSender and finalRecipient require the @type attribute to be included. We took the opportunity to make some editorial improvements. Published version available at https://github.com/A-NZ-PEPPOL/Guidance-documents/blob/master/GuidanceNote08_UseOfIdentifiers_v1.1.docx
- Regular November Peppol Release – publish on 1st, mandatory on 15th
- We aim to publish any updates to A-NZ extensions as soon as possible after Peppol release

Peppol SP meetings

- Most recent meeting 25 August
- Next meeting 29 September and 27 October
- Discussion on new TIA
- Survey to SPs being sent shortly –
- **Interoperability testing discussion**
   o Need to review if there is a need for interoperability testing if SP passes the test harness.
   o How many AS4 messages are sent? Is AS2 still in use?
   o AS4 spec not necessarily as bullet proof as it should be, needs tweaking to get it working.
   o Some gaps in implementation and production in testing bed. Need a centralised point to report issues to be reviewed and mitigated through a guidance note.

Action item	Description	Responsible	Status
2020/09/01	Review need for interoperability testing if SP passes new test harness 2.0	AU-NZ PA	New
2020/09/02	Contact Martin Mane as AS4 working group lead about concerns with spec more specific	AU-NZ PA	New

Agenda item: 4 – Service Provider updates

- No comments from Service Providers

Agenda item: 5 – PINT (Peppol International Invoice)

- Refer attached slide deck which includes notes in the context of the slides.

Response to question raised: Can we prevent receiving overseas invoices?

- As is the case now, buyers who purchase from overseas sellers will either be able to accept e-invoices from them (which means the can streamline the processing as they do for domestic invoices), or have an agreement with the seller to provide the invoice out of band (e.g. pdf email) if that is their preference.
- Buyer controls for managing unsolicited or fraudulent invoices could be used for international invoices as they are for managing those issues for domestic invoices.

Agenda item: 6 Adoption progress

Australia update

- Government Panel established for Fed, State and Local govt due approximately mid-October
- New requirement for Federal agencies to report progress to Prime Minister & Cabinet.
- State government adoption continuing with goal to have majority at June 2021
- Interest from some early adopters in the local government sector
- Commenced planning engagements for later in the year – national conferences being scheduled – speaking spots. Virtual conference style – capital city exhibitions for that states local govts. Will advise when details released
- Large businesses – focus on suppliers to govt – recruitment companies, large volume suppliers
- Testing ongoing with Woolworths & BOC – launch concept – tracking post budget – November

New Zealand update

- We are going through education process to understand the customer journeys; how they get from where they are today to realising the benefits of e-invoicing
- Current focus on big organisations as receivers and small as senders
- We talk to big government – there is a general perception that they need to upgrade finance system – we are educating them that they don't need to upgrade and understand options available to them and capabilities of SPs and others to fill the gap.

- We have spoken with some SPs about options – we want to understand the options available to get big receivers onboard.

Agenda item: 7 Other business

- No other business discussed.

Action item summary

Open Action Items (including new action items raised)

Action item	Description	Responsible	Status	Progress/Comments
202002/04	Gather learnings from interoperability testing requirements to determine any gaps and clarify testing requirements. Convene hook-up to share learnings from recent testing, to provide to OpenPeppol so they can update their documents where there is ambiguity.	A-NZ Peppol Authority	Open	Collated learnings to date Developing process for SPs to provide learnings following accreditation testing. Working on interoperability paper and will get back to everyone soon.
202002/08	Understand each member's onboarding strategy	A-NZ Peppol Authority	Open	**AU** Meetings have commenced with Service Providers and are ongoing. Goal is to have 1 on 1 with service providers anticipate having meetings set up in current month or 2. **NZ** Want to understand customer's journey – will also be communicating on what is happening in NZ
202003/01	Investigate reporting options based on feedback, including approach being taken by Singapore. Engage in conversations with SPs offline on what data could be shared without exposing commercially sensitive data or breaching privacy rules.	A-NZ Peppol Authority	Open	To be incorporated in future onboarding strategy conversations. Peppol policy has a requirement of monthly reporting. As we start to move into serious levels of adoption we need more data and determine what assistance people can provide to the broader network to target and manage network better.

Action item	Description	Responsible	Status	Progress/Comments
				NZ reporting to be coordinated and consistent between AU & NZ
2020/07/03	Distribute information about registering with OpenPeppol groups	A-NZ PAs	Open	Information received from OpenPeppol, will be reviewed and emailed in the next week
2020/09/01	Review need for interoperability testing if SP passes new test harness 2.0	AU-NZ PA	New	
2020/09/02	Contact Martin Mane as AS4 working group lead about concerns with spec more specific	AU-NZ PA	New	

Closed this meeting

Action item	Description	Responsible	Status	Progress/Comments
2020/07/01	Send summary of feedback to discussion paper for invoice response and receiver specific requirements	A-NZ Peppol Authorities	Closed	Information issued to service providers.
2020/07/02	Co-ordinate working group meeting and issue invites for receiver specific requirements	A-NZ PAs & ABSIA	Closed	Working group formed