



## MEETING MINUTES

### A-NZ Service Provider Forum

Date: 02 June 2020

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

<b>Co-chairs</b>	Mark Stockwell, Australian Peppol Authority, ATO Mark Wierzbicki, New Zealand Peppol Authority, MBIE
<b>Members</b>	Services Australia   Pagero   Esker   Ozedi   MessageXchange   Storecove   Link4   Pacific Commerce   Xaana   BE2BE NZ   Payreq   Xero   IBM   Block Ledger and Edicom
<b>Observers</b>	Various service providers undertaking accreditation were not identified to protect any potential commercial sensitivities
<b>Apologies</b>	No apologies received
<b>Next meeting</b>	TBC

#### Agenda item: 1 – Welcome and administration

- The chairs welcomed attendees
- No updates to Minutes, taken to be accepted
- Action items update provided (refer to action items summary)

#### Agenda item: 2 – Peppol Authority update

- Accreditation progress**
  - NZ have 10 providers with 8 going through process
  - AU have 15 providers, 10 in process
- A-NZ specification update**
  - May 2020 biannual release and e-Procurement update

##### Release process

- Peppol Business Interoperability Specification (BIS) changes are delivered biannually on 1 May and 1 November yearly, with previous versions not able to be used after 15 May/15 November.
- A-NZ specification is generally released into GitHub two weeks after BIS Billing, with prior versions not to be used in production two weeks after that i.e. 29 May for the most recent release.
- Advice of Peppol May release (sometimes referred to as Spring release) in two emails – 6 May to accredited and in progress Aps and on 15 May to our broader stakeholder community.
- Thanks to those who managed to review the draft documents in very short timeframe and identified changes required.



**Release details**

- All implementations should be using v1.0.3 of the A-NZ specification, v3.0.6 of BIS Billing, v3.0.4 of the other e-procurement documents
- BIS Billing and the A-NZ specification had very minor changes to the specification and validation artefacts.
- The most notable enhancement to the e-procurement suite, was changing references to tax rather than VAT. We have mentioned this a few times because as we don't have A-NZ specifications for the entire suite this should translate to reduced costs for those of you planning to deliver e-procurement services in multiple regions.

**Guidance**

- We also published some minor changes to the [Payment Means](#) guidance and a new guidance note about the [Use of Identifiers](#).
- Please let us know if there are aspects of the Peppol framework which require further clarification, or where you find you are negotiating solutions with other service providers and you think that some guidance is in order. Obviously, anything that requires all Access Points across the network to adopt an approach will need to be reflected in the Peppol documentation.

**Communication**

- Please let us know if the correct people in your organisation are not receiving the emails
- Given that we don't always have a direct relationship with corner 1 and 4 providers, we are relying on Access Points to keep your partner ERP/FMIS/customer-facing software providers abreast of this information and we are very appreciative of that
- Please ensure the right people in your organisation are receiving the Peppol emails to the eDelivery and Post-Award communities e.g. OpenPeppol emailed the Post-Award Community on 15-May about the upcoming General Assembly, and CEF eDelivery Support sends emails to the eDelivery Community about SML maintenance.
- Issue raised concerning dissemination of information from Peppol meetings by the PA to the SPs. Peppol is not forthcoming with documents. Service providers do not have the capacity to attend all work groups and therefore rely on communication and this could be improved.
- Some meetings are only for Service Providers or only for Peppol Authority.
- Reminder to check OpenPeppol member list to see which domain communities are listed against your entry and if changes are needed you will need to fill in a new membership form to update.
- If an SP is not receiving emails from Peppol e-delivery, please email your authority and they will arrange to have it fixed.

Action Item	Description	Responsible
2020/06/01	What model to put in place for sharing updates from OpenPeppol meetings?	A-NZ Peppol Authorities
2020/06/02	SPs to advise who is attending what OpenPeppol working groups and community meetings.	SPs



**Agenda item: 3 – Service Provider updates**

Network operations feedback and intelligence – including any exception reporting.

- Feedback received that several Service Providers have had increased interest in e-invoicing.
- Some discussion concerning International Invoice validation rules where senders and receivers may have different approaches to calculating tax at the line level vs. the invoice level. David Field will talk with Hilary and Chao out of session.
- Interoperability between C2 & C3 works well. However, C1 service providers are finding it difficult to meet various C4 specific requirements. Need to explore solutions.
- General agreement in the forum that recipient specific business rules can be challenging to manage
- Solution to customise software for each recipient is not possible.
- Practically impossible to have a standard for every industry. However, could look at Federal and State governments for common elements and suggested that we look at Singapore Government guidance. Also suggested that ABSIA forum could be used to research this subject. SP’s and government to continue conversation out of session. Need resolution and find a logical outcome for government.
- Reports by SPs of invoices sent where the participant was registered in the SML, but there was no corresponding listing in Peppol Directory. PA confirmed there is an Annex 5 requirement for A-NZ accredited SPs to register participants in Peppol Directory as a receiver.
- Singapore is currently using auto-generated email as invoice response.

Action Item	Description	Responsible
2020/06/03	Research federal and state government common elements. Convene interested parties and bring ideas back to the group to gain support and design an execution plan.	A-NZ Peppol Authority
2020/06/04	Set up meeting with Ozedi to discuss international invoice (PINT) rounding rules and determine if any further action is needed	AU Peppol Authority

**Agenda item: 4 – OpenPeppol activities**

**International Invoice**

Why

- BIS Billing is currently constrained by rules set in the European Norm which is governed by the EU, and non-EU jurisdictions either need to adopt it as-is if they can or create a localised version that can support different tax requirements.
- The international expansion of Peppol framework prompted the creation of a workgroup to investigate the feasibility of a model that would enable global interoperability regardless of domestic or jurisdictional requirements.
- The model intends to allow the exchange of invoices across jurisdictions in a way that will allow the international recipient to understand the content, while also supporting domestic exchange of invoices that adhere to local legislative requirements.

Who

- The Peppol International Invoice (PINT) workgroup has been meeting since February last year, initially to establish the feasibility and then to develop the specification.
- The workgroup is led by Paul Simons, the Post-Award Community (POAC) leader and Georg Birgisson who does a lot of work for OpenPeppol on the Peppol BIS.



- A couple of local service providers have been attending the working group and I think we have all learned a lot through the participation; not only about some of the history, constraints and other jurisdictional requirements, but also it has been an education in the way Peppol works. I've found it to be very collaborative, open, transparent and democratic, and active robust participation is encouraged in a very respectful environment.

What

- The syntax is based on BIS Billing
- The PINT consists of three layers - a Shared layer that is understood by all, an Aligned layer that allows for general definition of things like tax, and a Distinct layer that provides the local requirements (e.g. additional constraints about the use of the tax parts defined in the aligned layer)
- It is intended to allow invoices that comply with jurisdictional requirements such as tax to be sent internationally and understood enough to be able to be processed into the receiver's systems.

When

- The workgroup is spending the next few weeks completing the draft specification and guidance which will then be made published for review by the broader community (and that means you!)
- The intention is for the PINT to be available for implementation before the end of 2020. Migration timeframes have not been set but potentially could be approximately 6 months in order to reduce the time when we have multiple specifications in the network which undermines interoperability or increases costs for service providers that need to support both the old and new.

Next steps

- You are strongly encouraged to review the draft documentation when it issues

Discussion

- OASIS work on payments means reviewed and encompassed. Releases November and May – optional before mandatory.
- Need to solve A-NZ and European BIS differences
- There is disagreement regarding rounding.

**TIA review update**

- We sent the draft revised Agreements on 22/05.
- AP and SMP have been replaced with a single SP Agreement.
- Peppol is developing FAQs.
- Agreements are being considered by Peppol Management Committee – we were advised late last week that they have identified a few areas intending to update. Apart from the editorial corrections, examples include tweaking to provide for flexibility to “future proof” and re-introduction of Annex 1 to capture key contact information.

**Timeline**

- The changes will delay the process a little, but should not be materially so
- We should get the updated agreements with a comparison (delta) next week
- PAs will be able to sign revised PA Agreement with OpenPeppol – now July 2020.
- SPs will be able to sign with PA's July-August 2020.

SPs will probably be aligned with their home PA, but nothing formally approved yet.

Action Item	Description	Responsible
2020/06/05	Send request to Service Providers to review FAQ's for Agreement transition	A-NZ Peppol Authority



2020/06/06	Distribute updated Agreement when available	A-NZ Peppol Authority
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**12th OpenPeppol General Assembly**

- 16 June 2020
- Mark S is voter for AU
- Mark W is voter for NZ
- Information is available on Confluence

**Working groups participation**

It is recommended that the Service Provider community actively participate on the working groups of their interest

**Agenda item: 5 Adoption progress**

**Adoption progress**

**Australia**

- Software packages. Xero announcement 19/5. Others under development TBC dates
- Large Corporates. Focus is to be complimentary with EDI solutions and focus on tail suppliers. Working with Corporate Advisors for influence
- Targeting top20 Govt suppliers
- Federal Govt – some impacted by COVID but recommencing now. Will have 5 agencies available in June. Services Australia, Department of Finance, ATO, Department of Parliamentary Services and Department of Education Skills and Employment. Now estimating 60% capacity by Xmas due to COVID.
- Met with 20 medium/small agencies over last few weeks – 80% strike rate.
- All ERPs now working with agency customers
- States – NSW ready for July, no change with others
- Local Government – Survey in field. Awareness activities commenced with webinar to 200 attendees.
- WoG Panel for Access Point and integration services in market mid-July with aim to be finalised in September for all Govt agencies
- Launch concept aiming for September. Minister plus showcase of production samples. Will be using examples in future Coms. SP to identify suitable early adopters.
- Establishing Business Adoption working group with Industry influencers
- Contact Mark S with case studies ‘in production’

**New Zealand**

- COVID-19 has certainly delayed adoption plans.
- NZ is putting more focus on enabling government.
- Both MBIE and ATO have been working with software providers to enable e-Invoicing.
- In NZ there has been a lot of communications on faster payment. This is good for e-Invoicing in general and we have used these communications as a means of promotion. Communications include central govt, local govt, wider govt, big business and the NZ Bankers Assoc. (a very positive response).



## Agenda item: 6 Reporting discussion

- Email issued to AU providers 26 March allowing for flexible reporting arrangements to the Australian Peppol Authority due to COVID-19
- This removed some distractions / took off some pressure during initial stages of the pandemic – especially as we expected volumes to be low during the start of e-invoicing.
- We now need to work out how to get back to normal reporting
- We’re proposing that all the reporting is brought up to date by the end of June, lodge reports for each of month Jan to May (for months accredited) – if you have no activity, you can simply submit a nil report.
  - o Guidance note available on [GitHub](#)
- Also recognised some SMP providers may not have been aware of requirement in A-NZ Annex 5 to register receivers in the Peppol Directory – catchup for this is also to occur by the end of June.
- From July we will return to regular monthly reporting.
- Individual discussions will be held with each service provider to explore collection of additional anonymised data.

Action Item	Description	Responsible
2020/06/08	By the end of June: <ul style="list-style-type: none"><li>• APs – catch-up on all outstanding reporting</li><li>• SMPs – register receivers in the Peppol Directory</li></ul>	All accredited SPs
2020/06/09	Send reminder to SPs on reporting	A-NZ Peppol Authority

## Agenda item: 7 Other business

- NZ Technical Forum 30 June 2020 - online

**MEETING CLOSED: 12.54pm**



**Action item summary**

Updated from outcomes of the meeting (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	Compiling report for distribution
202002/08	Understand each member's onboarding strategy	A-NZ Peppol Authority	Open	ATO to engage with Australian SP's by Easter
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	New	Delayed due to COVID-19
202003/02	Send reference to Singapore Escrow program to PA for distribution	Simon Foster	Closed	Information provided and distributed Further meetings will be held with Singapore
2020/06_01	What model to put in place – link to meeting on Confluence or do we need a tech forum?	A-NZ Peppol Authority	New	
2020/06_02	Write to group to see who is attending what Peppol working groups.	A-NZ Peppol Authority	New	
2020/06_03	Research federal and state government common elements. Convene interested parties and bring ideas back to the group to gain support and design an execution plan.	A-NZ Peppol Authority	New	
2020/06_04	Unresolved issues with international invoices. Discussion to be taken offline. Requirements need to be achievable without a myriad of solutions.	A-NZ Peppol Authority	New	
2020/06/05	Send request to Service Providers to review FAQ's	A-NZ Peppol Authority	New	
2020/06/06	Send reminder to SPs on reporting	A-NZ Peppol Authority	New	