

# PEPPOL Transport Infrastructure Agreements

## Annex 5 –Domain and its specific services and service levels

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### 1. Applicable domain

#### 1.1. PEPPOL Authority domain

The *PEPPOL Authority* has been delegated the authority over the implementation and use of the PEPPOL Transport Infrastructure as defined in the PEPPOL Authority Agreement within the following domain:

The country of New Zealand.
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### 2. Domain specific services and service levels

The *PEPPOL Authority* will enforce the below stated additional restrictions and criteria on all *PEPPOL AP Providers* and *PEPPOL SMP Providers* for their operations in the domain mentioned above.

Disputes related to the content and application of requirements stated in this annex may be brought forward to the *PEPPOL Authority* for final arbitration.

#### 2.1. Security Requirements

PEPPOL SMP and AP Providers must comply with the security requirements defined by the PEPPOL Authority. PEPPOL SMP and AP Providers will be required to provide evidence of compliance against the requirements for accreditation and demonstrate their continued compliance to maintain their accreditation.

Guidance information with the current security requirements is available on the PEPPOL Authority website. The security requirements will change over time to respond to new and emerging threats.

To meet security requirements, AP and SMP providers must (as at October 2019):

- Demonstrate their security posture against an established, commonly accepted security framework as defined by the PEPPOL Authority
- Implement controls that protect the unauthorised access and exposure of e-Invoicing related information
- Implement monitoring practices that detect and respond to misuse and business threats

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### **2.2. Services related to the provision of a *PEPPOL SMP Provider***

#### *2.2.1. Business Documents*

In addition to the defined PEPPOL Business Documents (PEPPOL BIS), the *PEPPOL SMP Provider* must support any additional Business Documents required by the *PEPPOL Authority* for registration in the SMP. Additional Business Documents are available on the *PEPPOL Authority's* [GitHub document repository](#).

#### *2.2.2. Registration of End user receiving capabilities in the PEPPOL Directory*

The *PEPPOL SMP Provider* shall duly register and maintain the identity and receiving capabilities of each PEPPOL End user that the SMP services, in the PEPPOL Directory.

### **2.3. Services related to the provision of a *PEPPOL AP Provider***

#### *2.3.1. End-to-end testing between PEPPOL End users (optional)*

Subject to prior agreement, *PEPPOL AP Providers* may, if they choose to do so, participate in end-to-end testing of message exchange between PEPPOL End users.

#### *2.3.2. Reporting*

*PEPPOL AP Providers* shall provide a report to the *PEPPOL Authority*, on a monthly basis that includes the following information:

- a) number of effective senders;
- b) number of transactions sent per Document Type ID; and
- c) number of transactions received per Document Type ID.

Reports shall be sent to the *PEPPOL Authority* no later than 10 working days following the end of the calendar month being reported.

A reporting template will be provided.

#### *2.3.3. Business Documents*

In addition to the PEPPOL Business Documents (PEPPOL BIS) defined by the PEPPOL Coordinating Authority, *PEPPOL AP Providers* shall provide support for any additional

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Business Documents defined by the *PEPPOL Authority*. Additional Business Documents are available on the *PEPPOL Authority*'s [GitHub document repository](#).

If a PEPPOL End user requires support for the additional Business Documents defined by the *PEPPOL Authority*, the *PEPPOL AP Provider* shall ensure that support for the equivalent PEPPOL BIS, if such exists, is also registered in the relevant PEPPOL SMP.

### 2.3.4. Validation of Sender's Business Identifier

When acting as a sending AP, *PEPPOL AP Providers* must ensure that senders' ABNs and NZBNs have been validated.

### 2.3.5. Validation of Business Documents

When acting as a sending AP, *PEPPOL AP Providers* must ensure that business documents are confirmed as valid instances according to the applicable BIS rules before transporting the documents through their AP services, either by providing such validation services on behalf of their customers or by ensuring that the customers themselves have performed such a validation.

### 2.3.6. Participation in Service Provider Forum

The *PEPPOL Authority* will establish a Service Provider Forum to supervise operation of the infrastructure, including resolution of any disputes amongst *PEPPOL AP Providers*. The Service Provider Forum is anticipated to meet at least twice a year.

The *PEPPOL AP Provider* shall ensure that it is adequately represented in meetings of the Service Provider Forum.

## 3. Signature

Signing this annex assumes that the PEPPOL SMP/AP Provider has signed a PEPPOL SMP/AP Provider Agreement with a *PEPPOL Authority*.

The provisions contained in this Annex 5 and its attachments shall apply to services offered within the domain defined in 1.1.

Place:

Date:

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	For the PEPPOL Authority	For the PEPPOL (SMP/AP) Provider
Name		
Position		
Signature		