

PEPPOL Transport Infrastructure Agreements

Annex 1 – Contact Points

1. Applicability

- 1.1. The contact points as defined in this annex are applicable at the time of signing the Agreement. Although an integral part of the Agreement the content of this annex may be maintained and changed independently of the rest of the Agreement.
- 1.2. Contact points other than for Formal Notices and issuance of certificates will be maintained on the PEPPOL web site available at www.peppol.eu.
- 1.3. Only those sections relevant to the Agreement should be completed. I.e. for the Authority Agreement sections 2 and 3 are mandatory, for an AP or SMP Agreement sections 3 and 4 are respectively mandatory.

2. PEPPOL Coordinating Authority

- 2.1. The below stated organization has been appointed as the PEPPOL Coordinating Authority:

| | |
|--|---|
| Organisation name | OpenPEPPOL Association Internationale Sans But Lucratif (AISBL) |
| Address | Rond-point Schuman 6 Box 5, Brussels Metropolitan Region 1040 Brussels. |
| Country | Belgium |
| Company identifier assigned by official registration authority | 848 934 496 (Register of Legal Entities Brussels) |

- 2.2. The contact point stated below shall be used for **Formal Notices to the PEPPOL Coordinating Authority**:

| | |
|---------|--|
| Name | Mr. André Hoddevik |
| Address | Difi Postboks 8115 Dep., 0032 Oslo Norway |
| Email | openpeppol@peppol.eu |

- 2.3. The contact point stated below shall be used for reporting of **support issues related to PEPPOL SML**:

| | |
|-------|--|
| Email | CEF-EDELIVERY-SUPPORT@ec.europa.eu |
|-------|--|

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- 2.4. The contact point stated below shall be used for escalation of **issues to the PEPPOL Coordinating Authority**:

| | |
|-------|--|
| Email | openpeppol@peppol.eu |
|-------|--|

- 2.5. The contact point stated below shall be used for reporting of **security issues**:

| | |
|-----|---|
| URL | https://openpeppol.atlassian.net/servicedesk/customer/portal/1 |
|-----|---|

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3. PEPPOL Authority

3.1. The below stated organization has been delegated the authority as PEPPOL Authority:

| | |
|--|--|
| Organization Name | Ministry of Business Innovation and Employment (MBIE) |
| Address | Physical: 15 Stout Street, Wellington 6011 Postal: PO Box 1473, Wellington 6140 |
| Country | New Zealand |
| Company identifier assigned by official registration authority | 9429000106078 (Register of New Zealand Business Numbers) |

3.2. The contact point stated below shall be used for **Formal Notices to the PEPPOL Authority**:

| | |
|---------|--|
| Name | Mark Wierzbicki |
| Address | Physical: 15 Stout Street, Wellington 6011 Postal: PO Box 1473, Wellington 6140 |
| Country | New Zealand |
| Email | Mark.Wierzbicki@mbie.govt.nz |

3.3. The contact point stated below shall be used for reporting of **support issues to the PEPPOL Authority**:

| | |
|--------|--|
| E-mail | info@nzpeppol.govt.nz |
| URL | www.nzpeppol.govt.nz |

3.4. The contact point stated below shall be used for reporting of **security issues**:

| | |
|--------|--|
| E-mail | support@nzpeppol.govt.nz |
| URL | www.nzpeppol.govt.nz |

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4. PEPPOL Service Provider

- 4.1. For the purpose of this Annex the term PEPPOL AP Provider and/or a PEPPOL SMP Provider as relevant.
- 4.2. Following the signing of a PEPPOL AP Provider Agreement and/or a PEPPOL SMP Provider Agreement, the information provided in this annex will be used as a basis for issuing the appropriate PEPPOL Certificate(s). This annex must therefore be individually signed by an authorised representative of the PEPPOL Service Provider.
- 4.3. The information in this Annex 1 applies to the below stated organisation:

| | |
|--|--|
| Organisation name | |
| Address | |
| Country | |
| Company identifier assigned by official registration authority | |

- 4.4. The organisation identified in 4.3 above will assume the following roles relevant for the PEPPOL Transport infrastructure:

| Relevant role | Yes | No |
|---------------------|-----|----|
| PEPPOL AP Provider | | |
| PEPPOL SMP Provider | | |

- 4.5. The contact point stated below shall be used for Formal Notices to the PEPPOL Service Provider:

| | |
|---------|--|
| Name | |
| Address | |
| Email | |

- 4.6. The following contact point shall be used for issuance and distribution of PEPPOL certificates to the organisation stated in 4.3:

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| | |
|--|--|
| Name | |
| Title/position | |
| Email | |
| Direct phone number (include country code) | |
| Cell phone number (include country code) | |

- 4.7. The contact point stated below shall be used for support issues related to the PEPPOL Service Provider:

| | |
|--|--|
| Email | |
| Direct phone number (include country code) | |

- 4.8. The contact point stated below shall be used for the reporting of security issues:

| | |
|-------|--|
| Email | |
|-------|--|

- 4.9. The contact point stated below shall be used for subscription to service messages from the PEPPOL Service Provider:

| | |
|-------|--|
| Email | |
|-------|--|

- 4.10. Signature by an authorised representative of the PEPPOL Service Provider identified in 4.3:

| | |
|-------------------|--|
| Name | |
| Title/position | |
| Signature | |
| Date of signature | |