



Specification



OpenPEPPOL AISBL



Peppol Transport Infrastructure ICT - Models

Policy for use of Identifiers



Version: 4.1.0

Status: In use



Editors:

Philip Helger, OpenPEPPOL Operating Office
Erik Gustavsen, Difi/Edisys Consulting
Martin Forsberg, ESV
Sven Rasmussen, NITA

Project co-funded by the European Commission within the ICT Policy Support Programme		
Dissemination Level		
P	Public	X
C	Confidential, only for members of the consortium and the Commission Services	

Revision History

Version	Date	Description of changes	Approved by
3.0	2014-02-03	Updated 1.3, References Updated POLICY 11, Peppol Customization identifiers Updated POLICY 12, Specifying Customization identifiers in UBL documents Updated POLICY 16, Peppol process identifiers Updated 4.2, Document Type Identifier Values Updated 5.2, Process ID values Updated 3.2, Identifier values including ZZZ	
3.1	2018-04-27	Extracted the code lists out of this document. References to the code lists were updated. Line numbers start with chapter 1. No content changes.	
4.0	2019-01-28	Updated legacy references and wordings Separated Participant and Party identification Introduced the term “Participant Identifier Meta Scheme” Added relation to Peppol BIS versions 1 and 2 Added a table with all used XML Namespace URIs	
4.0.1	2019-09-12	Extended the allowed characters for Participant Identifier values in POLICY 1	
4.1.0	2019-10-02	Extended the allowed characters for Participant Identifier values in POLICY 1 Adopted to new branding	

Statement of originality

This deliverable contains original unpublished work except where clearly indicated otherwise. Acknowledgement of previously published material and of the work of others has been made through appropriate citation, quotation or both.

Statement of copyright



This deliverable is released under the terms of the Creative Commons Licence accessed through the following link: <http://creativecommons.org/licenses/by-nc-nd/4.0/>.

You are free to:

Share — *copy and redistribute the material in any medium or format.*

The licensor cannot revoke these freedoms as long as you follow the license terms.



Contributors

Organisations

DIFI (Direktoratet for forvaltning og IKT)¹, Norway, www.difi.no

Erhvervsstyrelsen², Denmark, erhvervsstyrelsen.dk

BRZ (Bundesrechenzentrum)³, Austria, www.brz.gv.at

DIGG (Myndigheten för Digital Förvaltning⁴), Sweden, www.digg.se

OpenPEPPOL

Persons

Philip Helger, OpenPEPPOL Operating Office

Jens Jakob Andersen, NITA

Tim McGrath, DIFI/Document Engineering Services

Bergthor Skulason, NITA

Erik Gustavsen, DIFI/Edisys Consulting

Martin Forsberg, ESV/Ecru Consulting

Bård Langøy, Pagero

Siw Midtgård Meckelborg, Edisys Consulting

Jerry Dimitriou, OpenPEPPOL Operating Office

Hans Berg, Tickstar

Risto Collanus, Visma

¹ English: Agency for Public Management and eGovernment

² English: Danish Business Authority

³ English: Austrian Federal Computing Centre

⁴ English: Agency for Digital Government

Table of contents

Contributors	4
Table of contents.....	5
1 Introduction	7
1.1 Audience.....	7
1.2 References.....	7
1.3 XML Namespaces URIs used.....	8
2 Introduction to identifiers.....	9
2.1 Scope	9
2.1.1 The policy of a federated scheme for identifying Parties	9
2.1.2 The policy for identifying Documents and Services used in Peppol implementation of the Peppol eDelivery Network	9
2.1.3 Semantic scope.....	10
2.1.4 Relation to Peppol BIS versions 1 and 2	10
2.2 Participant vs. Party Identification	10
2.3 Common Policies	11
POLICY 1 Usage of ISO15459	11
POLICY 2 Identifier Value casing	12
3 Policy for Peppol Participant Identification	13
3.1 Format	13
POLICY 3 Use of ISO15459 structure	13
POLICY 4 Coding of Identifier Schemes	13
3.2 Identifier Scheme values	13
POLICY 5 Participant Identifier Meta Scheme	14
POLICY 6 Numeric Codes for Identifier Schemes.....	14
POLICY 7 Participant Identifiers for DNS.....	14
POLICY 8 XML attributes for Participant Identifiers in SMP responses	15
POLICY 9 XML attributes for Electronic Address IDs (EndpointID) in UBL documents.....	16
POLICY 10 XML attributes for Electronic address IDs in CII documents	16
POLICY 11 XML attributes for Participant Identifiers in the Envelope (SBDH)	16
4 Policy for Peppol Party Identification	18
4.1 Format	18
POLICY 12 Use of ISO15459 structure	18
POLICY 13 Coding of Identifier Schemes	18
POLICY 14 XML attributes for Party Identifiers in UBL documents	18
POLICY 15 XML attributes for Party Identifiers in CII documents.....	19
5 Policies on Identifying Document Types supported by Peppol	20
POLICY 16 Document Type Identifier scheme	20
POLICY 17 Customization Identifiers	20
POLICY 18 Specifying Customization Identifiers in UBL documents.....	20
POLICY 19 Specifying Customization Identifiers in CII Documents.....	21
POLICY 20 Document Type Identifier Value pattern	21
POLICY 21 Specifying Document Type Identifiers in SMP documents	22
POLICY 22 Specifying Document Type Identifiers in the Envelope (SBDH)	22
POLICY 23 Document Type Identifier Values	22

6	Policy for Peppol Process Identifiers	23
	POLICY 24 Process Identifier Scheme	23
	POLICY 25 Process Identifier Value.....	23
	POLICY 26 Specifying Process Identifiers in the Envelope (SBDH).....	23
	POLICY 27 Specifying Process Identifiers in SMP documents.....	23
7	Policy on Identifying Transport Profiles in Peppol.....	25
7.1	SMP.....	25
	POLICY 28 Transport Profile Values	25
	POLICY 29 Specifying Transport Profiles in SMP documents.....	25
8	Governance of this Policy	26

1 Introduction

1.1 Audience

This document describes a Peppol policy and guidelines for use of identifiers within the Peppol network. The intended audience for this document are organizations wishing to be Peppol enabled for exchanging electronic invoices, and/or their ICT-suppliers. More specifically it is addressed towards the following roles:

- ▶ ICT Architects
- ▶ ICT Developers
- ▶ Business Experts

1.2 References

[Peppol]	http://www.peppol.eu/
[Peppol_PostAward]	https://peppol.eu/downloads/post-award/
[Peppol_Transp]	https://peppol.eu/downloads/the-peppol-edelivery-network-specifications/
[Peppol_CodeList]	https://github.com/OpenPEPPOL/documentation/tree/master/Code%20Lists
[CEN_BII]	http://cenbii.eu/deliverables/cen-bii/
[CEN_BII2]	http://cenbii.eu/deliverables/cen-bii-2/
[CEN_BII2_Guideline]	ftp://ftp.cen.eu/public/CWAs/BII2/CWA16558/CWA16558-Annex-C-BII-Guideline-ConformanceAndCustomizations-V1_0_0.pdf
[ISO 15459]	http://www.iso.org/iso/iso_catalogue/catalogue_tc/catalogue_detail.htm?csnumber=51284 http://www.iso.org/iso/iso_catalogue/catalogue_tc/catalogue_detail.htm?csnumber=43349
[ISO 9735 Service Code List (0007)]	http://www.unece.org/trade/untidd/download/r1241.txt
[ISO 6523]	http://www.iso.org/iso/catalogue_detail?csnumber=25773
[OASIS UBL]	http://docs.oasis-open.org/ubl/os-UBL-2.1/UBL-2.1.html http://docs.oasis-open.org/ubl/os-UBL-2.1/UBL-2.1.zip
[OASIS UBL22]	http://docs.oasis-open.org/ubl/os-UBL-2.2/UBL-2.2.html http://docs.oasis-open.org/ubl/os-UBL-2.2/UBL-2.2.zip
[OASIS ebCore]	http://docs.oasis-open.org/ebcore/PartyIdType/v1.0/CD03/PartyIdType-1.0.html
[RFC3986]	https://tools.ietf.org/html/rfc3986
[UN/CEFACT]	http://www.unece.org/cefact/

13 **1.3 XML Namespaces URIs used**

Prefix	Namespace URI
cac	urn:oasis:names:specification:ubl:schema:xsd:CommonAggregateComponents-2
cbc	urn:oasis:names:specification:ubl:schema:xsd:CommonBasicComponents-2
ram	urn:un:unece:uncefact:data:standard:ReusableAggregateBusinessInformationEntity:100
rsm	urn:un:unece:uncefact:data:standard:CrossIndustryInvoice:100

2 Introduction to identifiers

Identifiers are information elements that establish the identity of objects, such as organizations, products, places, etc. The Peppol project uses many identifiers in both its transport infrastructure and within the documents exchanged across that infrastructure. Two of the significant identifiers are those for Parties/Participants (organizations, persons, etc.) and Services (business profiles, document types, etc). These are the “who” and the “what” of Peppol business exchanges.

This document outlines the policy for using the correct identifiers specifically for these two areas but it also introduces principles for any identifiers used in the Peppol environment. Implementers failing to adhere to these policies seriously jeopardize the interoperability of the information being exchanged. This policy should form a requirement of any Peppol participation agreements.

2.1 Scope

2.1.1 The policy of a federated scheme for identifying Parties⁵

Parties in the Peppol eDelivery Network play the role of Participants. There are sender and receiver Participants in any exchange, but the Service Metadata Publisher (SMP) only publishes services defined for the receiver Participant. The technical name for this identifier in the Peppol eDelivery Network is the Participant Identifier.

Within each business document there are also Parties taking on business roles such as customer and supplier, etc. Clearly there may be relationships between these Parties and the Participant Identifier. Sometimes the Supplier Party is the receiver Participant for an Order document. Another example is that an Invoice may contain an identifier for EndpointID that equates to the receiver Participant in the SMP. But neither of these are reliable rules. Business standards (such as EN 16931) and agreements (such as BII profiles) do not (deliberately) include any ‘envelope’ information linking the document content to the transport infrastructure. The relationship between identifiers within Documents and identifiers used in the transport infrastructure is not defined in the specifications.

So whilst there is a relationship between these various Parties, we have no policy on how this should be done. This policy relates to the common use of different identification schemes to identify the appropriate Party within the context required. In other words, identifiers may have different values but the method by which they are defined should be consistent.

Many schemes already exist for identifying Parties. Peppol has no intention of developing yet another. Our strategy is to recognize a range of different identification schemes and provide a code list of those recognized schemes based on international standards.

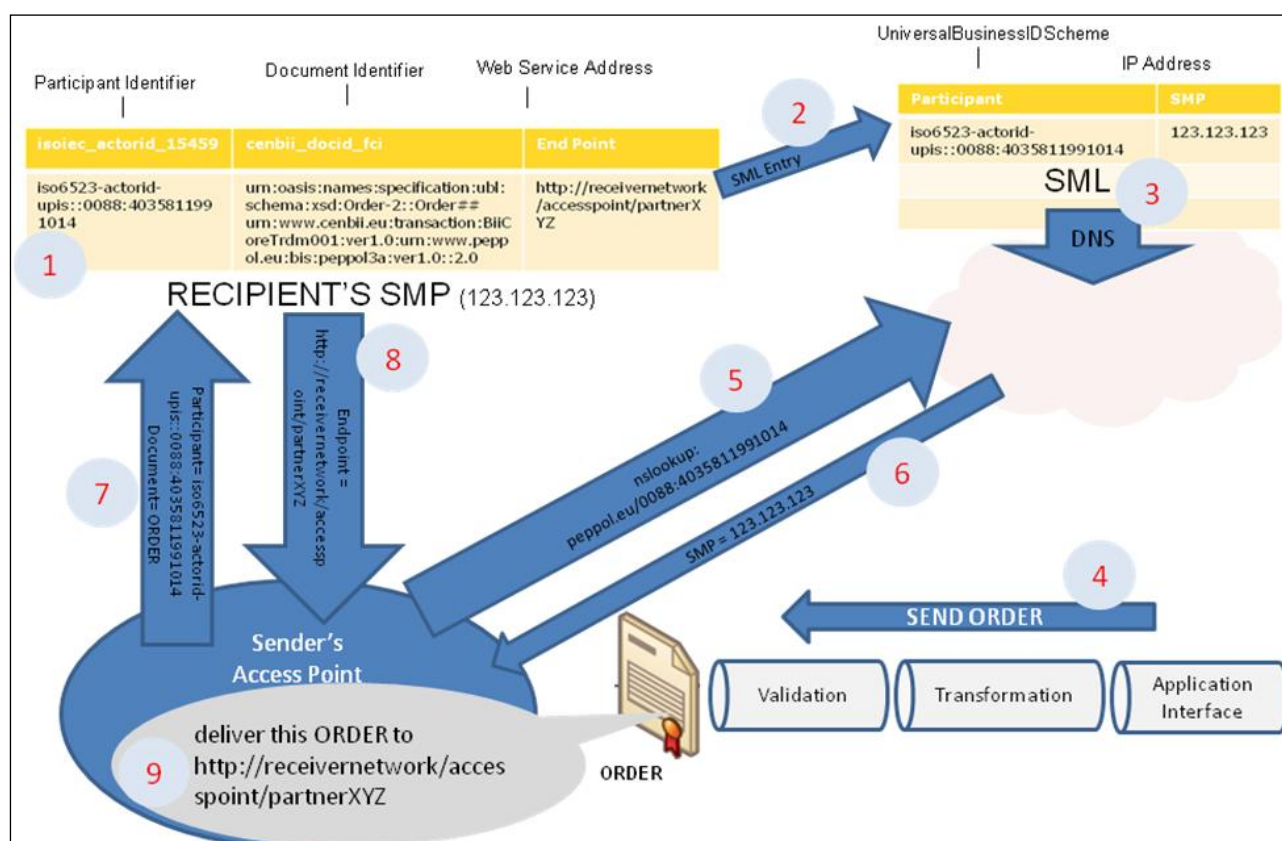
2.1.2 The policy for identifying Documents and Services used in Peppol implementation of the Peppol eDelivery Network

The Peppol eDelivery Network requires a Participant sending a document to identify both the receiving Participant and the service that will receive the document. The sender (or their Access Point provider) achieves this by searching the Service Metadata Locator (SML) filled Domain Name System (DNS) to find the relevant Service Metadata Publisher (SMP) that can identify the endpoint URL⁶ within the recipient’s Access Point (AP). This endpoint URL is the service address where the document is received. Therefore it is important to define precisely what documents and services can be handled by the receiving Participant.

⁵ By federation we mean that each agency maintains their own identification schemes. Our policy recognizes and identifies these schemes and does not attempt to replicate them.

⁶ Note: the endpoint URL is not the same as the Endpoint ID in the business document.

54 The diagram below shows the relationship of these information elements.



55
56 Peppol has set up Business Interoperability Specifications (BIS) explaining how business documents
57 need to be filled from a semantical and technical point of view.

58 2.1.3 Semantic scope

59 This document covers the following areas:

- 60 ▶ Participant identification
 - 61 ▶▶ Identification of a technical entity in the Peppol eDelivery network
 - 62 ▶▶ Can be used in transport documents and (where needed) in business documents
- 63 ▶ Party identification
 - 64 ▶▶ Identification of a business entity
 - 65 ▶▶ Usually only used in business documents
- 66 ▶ Document type identification
- 67 ▶ Process identification
- 68 ▶ Transport profile identification

69 2.1.4 Relation to Peppol BIS versions 1 and 2

70 This version of the document cannot be applied on Peppol BIS versions 1 and 2. Peppol BIS versions 1
71 and 2 MUST follow the most up-to-date "Peppol Policy for use of identifiers" version 3.x.

72 2.2 Participant vs. Party Identification

73 The following aspects are addressed in this document:

- 74 1. The Peppol code list of Party Identification schemes used in business documents.

2. The Peppol code list of Participant Identification schemes used in metadata as well as in business documents.

Peppol does not implement its own scheme for identifying Parties. Instead it supports a federated system for uniquely identifying parties following the ISO 15459 format scheme⁷ for unique identifiers. This requires defining a controlled set of “Issuing Agency Codes”⁸ for identification schemes (also known as “party identifier types”⁹ or “Identification code qualifier”¹⁰ or “International Code Designators”¹¹ or “Party ID Type”¹²) required by Peppol implementations.

Each Peppol Party identifier to be used in the federated system is a combination of the Issuing Agency Code and the value given by the Issuing Agency.

- ▶ For Peppol, it will be part of the Peppol SMP Provider agreement that SMP Providers have suitable governance of their identification schemes when they enter, update and delete information on their SMP.
- ▶ Within the content of business documents, each Peppol Participant will be responsible for using the appropriate Peppol Party Identifier.

This section defines the policies for the formatting and the population of values for Party Identifiers used by Peppol.

Note for UBL documents: It should be pointed out here that this policy covers only use `Party/PartyIdentification/ID` and `Party/EndpointID`. Other party or participant identifiers within UBL documents are out of scope for this policy.

Note for CII documents: It should be pointed out here that this policy covers only use `SellerTradeParty/ID`, `BuyerTradeParty/ID`, `BuyerTradeParty/URIUniversalCommunication/URIID` and `SellerTradeParty/URIUniversalCommunication/URIID`. Other party or participant identifiers within CII documents are out of scope for this policy.

2.3 Common Policies

POLICY 1 Usage of ISO15459

Participant Identifiers should adhere to the following constraints:

- MUST be at least 1 character long (excluding the identifier scheme)
- MUST NOT be more than 50 characters long (excluding the identifier scheme)
- MUST only contain letters (a-z), numeric digits (0-9), the minus sign (-), the period character (.), the underscore character (_) or the tilde character (~) from the invariant character set of ISO-8859-1¹³

Party Identifiers should adhere to the following constraints:

- MUST be at least 1 character long (excluding the identifier scheme)
- MUST NOT be more than 50 characters long (excluding the identifier scheme)
- MUST only contain characters from the invariant character set of ISO-8859-1

Document Type Identifiers should adhere to the following constraints:

⁷ ISO 15459-4 Individual items, see [ISO 15459]

⁸ ISO 15459 terminology, see [ISO 15459]

⁹ CEN/BII terminology

¹⁰ ISO 9735 Service Code List (0007) terminology

¹¹ ISO 6523 terminology

¹² OASIS ebCore terminology

¹³ Based on the unreserved characters of [RFC3986]

- MUST be at least 1 character long (excluding the identifier scheme)
- MUST NOT be more than 500 characters long (excluding the identifier scheme)
- MUST only contain characters from the invariant character set of ISO-8859-1

Process Identifiers should adhere to the following constraints:

- MUST be at least 1 character long (excluding the identifier scheme)
- MUST NOT be more than 200 characters long (excluding the identifier scheme)
- MUST only contain characters from the invariant character set of ISO-8859-1

Transport Profile Identifiers should adhere to the following constraints:

- MUST be at least 1 character long (excluding the identifier scheme)
- MUST NOT be more than 50 characters long (excluding the identifier scheme)
- MUST only contain letters, numeric digits, the minus sign ('-') or the underscore sign ('_') from the invariant character set of ISO-8859-1

Applies to: all above mentioned types of identifiers in all Peppol components

POLICY 2 Identifier Value casing

All Participant Identifier values have to be treated case insensitive even if the underlying scheme requires a case sensitive value.

All Party Identifier values have to be treated case insensitive even if the underlying scheme requires a case sensitive value.

All Document Type Identifier values have to be treated case sensitive.

All Process Identifier values have to be treated case sensitive.

All Transport Profile Identifiers have to be treated case sensitive.

Applies to: all identifiers in all Peppol components

Note: all identifier scheme values are case sensitive (see POLICY 5, POLICY 16 and POLICY 24)

Examples:

Participant Identifier value "0088:abc" is equal to "0088:Abc"

Participant Identifier value "0088:abc" is NOT equal to "0010:abc"

Document Type Identifier value

```
urn:oasis:names:specification:ubl:schema:xsd:Invoice-
2::Invoice##urn:cen.eu:en16931:2017#compliant#urn:fdc:peppol.eu:2017:p
oacc:billing:3.0::2.1
```

is NOT equal to

```
URN:OASIS:NAMES:SPECIFICATION:UBL:SCHEMA:XSD:INVOICE-
2::INVOICE##URN:CEN.EU:EN16931:2017#COMPLIANT#URN:FDC:Peppol.EU:2017:P
OACC:BILLING:3.0::2.1
```

Process Identifier value

```
urn:fdc:peppol.eu:2017:poacc:billing:01:1.0
```

is NOT equal to

```
URN:FDC:Peppol.EU:2017:POACC:BILLING:01:1.0
```

3 Policy for Peppol Participant Identification

Participant identifiers relate to technical entities and are used in transport level document as well as in business documents.

3.1 Format

POLICY 3 Use of ISO15459 structure

Participant Identifier values used in Peppol are comprised of:

- An Identifier Scheme
- The value provided by this Identifier Scheme

Applies to: all Participant identifiers in all Peppol components

Example:

Identifier Scheme: EAN International

Identifier Scheme according to [Peppol_CodeList]: 0088

Value provided by the Identifier Scheme: 1234567890128

POLICY 4 Coding of Identifier Schemes

All Identifier Schemes for Participant Identifiers are to be taken from the normative version of [Peppol_CodeList].

This list is currently maintained by OpenPEPPOL.

Applies to: all Participant identifiers in all Peppol components

3.2 Identifier Scheme values

The values for the initial Peppol identifier Scheme Code list were taken from the NESUBL PartyID code list¹⁴ but this has been extended to cover use by all Peppol participants and includes other known Identifier Schemes (from e.g. ISO 6523¹⁵).

It is significant that this list will need ongoing extension under governance procedures currently being developed (see section on Governance). To ensure sustainability and proper governance it is proposed to include only Issuing Agency Codes (IACs) in the following order of priority:

1. International recognized standard schemes, then
2. International de-facto accepted schemes, then
3. Nationally defined schemes

The actual values for numeric International Code Designators were based on the following allocation criteria:

1. ISO 6523 International Code Designator (if known), or
2. ISO 9735 Identification code qualifier (if known), or
3. An incremental number starting from 9900 (issued by Peppol)

¹⁴ See chapter 2.23:

<http://www.nesubl.eu/download/18.6dae77a0113497f158680002577/NES+Code+Lists+and+Identification+Schemes+-+Version+2.pdf>

¹⁵ See http://en.wikipedia.org/wiki/ISO_6523

Even though these numeric values are based on ISO code sets, they form a separate Peppol code list because they contain additional values. Therefore the Issuing Agency for all numeric codes is Peppol and not ISO 6523.

The normative version of the code list is available at [Peppol_CodeList].

Note: rows marked as deprecated should not be used for newly issued documents, as the respective identifier issuing agency is no longer active/valid. Deprecated Issuing Agency Codes may however not be reused for different agencies as existing exchanged documents may refer to them.

POLICY 5 Participant Identifier Meta Scheme

The Peppol Participant Identifier Meta Scheme is:

`iso6523-actorid-upis`

Applies to: all Participant Identifiers in all Peppol components

Note: this Meta Scheme is always case sensitive – only the Participant Identifier value is case insensitive (see POLICY 2).

Note: the Participant Identifier Meta Scheme may be omitted in documents because it is constant.

POLICY 6 Numeric Codes for Identifier Schemes

The numeric ISO 6523 code set as used in Peppol include additional code values not part of the official ISO 6523 code set and so cannot be referred to as the official ISO 6523 code set¹⁶. The codes starting with “99” are extending this code set and are called “extended values”. For convenience the term “ISO 6523” is used for all codes and indicates the origin of many code values used.

Applies to: all participant identifiers in all Peppol components

A normative list of all Peppol Participant Identifier Schemes and metadata can be found at [Peppol_CodeList]. Note: entries marked as deprecated should not be used for newly issued documents, as the respective Participant Identifier Scheme is no longer active/valid. Deprecated scheme IDs may however not be reused for different Participant Identifier Schemes as existing exchanged documents may refer to them.

POLICY 7 Participant Identifiers for DNS

Participant identifiers – consisting of scheme and value – are encoded as follows into a DNS name:

`B-<hash-of-value>.<scheme>.<SML-zone-name>`

Applies to: the resolution of Peppol Participant Identifiers for SMP clients

Explanation:

<hash-of-value>	<p>Is the string representation of the MD5 hash value, of the lowercased identifier value (e.g. 0088:abc).</p> <p>The UTF-8 charset needs to be used for extracting bytes out of strings for MD5 hash value creation.</p> <p>Lowercasing must be performed according to the en_US locale rules (no special character handling).</p> <p>Note: it is important, that the MD5 hash value is generated after the identifier value has been lowercased because according to POLICY 2 participant identifiers</p>
-----------------	--

¹⁶ ISO 6523 is currently under revision after a 25 year working period; the new version will meet requirements imposed by technological development.

	have to be treated case insensitive. "String representation" means the encoding of each MD5 hash-byte into 2 characters in the range of [0-9a-f] (e.g. byte value 255 becomes string representation "ff").
<scheme>	Is the identifier scheme value ("iso6523-actorid-upis" in Peppol) and is added "as is" into the DNS name ¹⁷ . A scheme identifier may only contain the following characters: only contain the following characters: [a-z], [0-9], [-]. A scheme identifier SHOULD be as short as possible, and MUST NOT exceed 25 characters.
<SML-zone-name>	Is the DNS domain name of the SML zone (e.g. "edelivery.tech.ec.europa.eu." – mind the trailing dot).

Example:

The Participant Identifier 0088:123abc with the Meta Scheme iso6523-actorid-upis in the SML DNS zone edelivery.tech.ec.europa.eu. is encoded into the following identifier:

```
B-f5e78500450d37de5aabe6648ac3bb70.iso6523-actorid-upis.
edelivery.tech.ec.europa.eu.
```

The result must be the same if the identifier 0088:123ABC is used, as identifier values are treated case insensitive.

POLICY 8 XML attributes for Participant Identifiers in SMP responses

The "scheme" attribute must be populated with the value "iso6523-actorid-upis" (see POLICY 5) in all instances of the "ParticipantIdentifier" element.

Applies to: XML documents used in the SMP

Example 1:

The following example from an SMP exchange denotes that the SMP Endpoint is identified using the ISO 6523 ICD value in the OpenPEPPOL set of Participant Identifier Schemes. This in turn has a numeric value of 0088 meaning that the party has a GLN number with the value of 7300010000001.

```
<ParticipantIdentifier scheme="iso6523-actorid-upis"
>0088:7300010000001</ParticipantIdentifier>
```

Example 2:

The following example denotes that the SMP Endpoint is identified using the ISO 6523 ICD value in the OpenPEPPOL set of Participant Identifier Schemes. This in turn has a numeric value of 0002 meaning that the party has a French SIRENE identifier with the value of 542034942.

```
<ParticipantIdentifier scheme="iso6523-actorid-upis"
>0002:542034942</ParticipantIdentifier>
```

¹⁷ Case changes may be done but are not required, as the underlying DNS system is case insensitive.

POLICY 9 XML attributes for Electronic Address IDs (EndpointID) in UBL documents

The “schemeID” attribute MUST be populated in all instances of the “EndpointID” element when used within a “Party” element. The only valid values are defined in the [Peppol_CodeList] as “ICD value”.

Extended values starting with “99” as indicated by POLICY 6 MAY be used.

Applies to: all business documents used in a Peppol BIS with UBL syntax mapping

Example:

```
<cac:Party>
  <cbc:EndpointID schemeID="0088">7300010000001</cbc:EndpointID>
</cac:Party>
```

POLICY 10 XML attributes for Electronic address IDs in CII documents

The “schemeID” attribute MUST be populated in all instances of the “ram:URIUniversalCommunication/ram:URIID” element when used within a “Party” element. The only valid values are defined in the [Peppol_CodeList] as “ICD value”.

Extended values starting with “99” as indicated by POLICY 6 MAY be used.

Applies to: all business documents used in a Peppol BIS with CII syntax mapping

Example:

```
<ram:BuyerTradeParty>
  <ram:URIUniversalCommunication>
    <ram:URIID schemeID="0088">7300010000001</ram:URIID>
  </ram:URIUniversalCommunication>
</ram:BuyerTradeParty>
```

POLICY 11 XML attributes for Participant Identifiers in the Envelope (SBDH)

The “Authority” attribute must be populated with the value “iso6523-actorid-upis” (see POLICY 5) in all instances of the “Identifier” element.

Applies to: all instances of the Peppol Business Message Envelope (SBDH)

Example 1:

The following example denotes that the Sender Identifier of the Business Envelope is identified using the ISO 6523 ICD value in the OpenPEPPOL set of Participant Identifier Schemes. This in turn has an alphanumeric value of 0088:7300010000001 meaning that the party has a GLN number with the value of 7300010000001.

```
<Sender>
  <Identifier Authority="iso6523-actorid-
upis">0088:7300010000001</Identifier>
</Sender>
```

Example 2:

The following example denotes that the Receiver Identifier of the Business Envelope is identified using the ISO 6523 ICD value in the OpenPEPPOL set of Participant Identifier Schemes. This in turn has an alphanumeric value of 0088:7300010000001 meaning that the party has a GLN number with the value of 7300010000001.

```
<Receiver>
```


284
285
286

```
<Identifier Authority="iso6523-actorid-upis">0088:7300010000001  
</Identifier>  
</Receiver>
```

4 Policy for Peppol Party Identification

Party identification relates to business entities and is only used in business documents.

4.1 Format

POLICY 12 Use of ISO15459 structure

Party Identifier values used in Peppol are comprised of:

- An optional Identifier Scheme
- The value provided by this Identifier Scheme

Applies to: all Party identifiers in all Peppol components

Note: the Identifier Scheme MAY be omitted if it can be reasoned within the context¹⁸.

Example:

Identifier Scheme: EAN International

Identifier Scheme according to ISO 6523: 0088

Value provided by the Identifier Scheme: 1234567890128

POLICY 13 Coding of Identifier Schemes

All Identifier Scheme for Party Identifiers are to be taken from the normative version of the ISO 6523 ICD list.

Applies to: all Party identifiers in all Peppol components

POLICY 14 XML attributes for Party Identifiers in UBL documents

The “schemeID” attribute SHOULD be populated in all instances of the “ID” element when used within a “PartyIdentification” element when used within a “Party” element. The only valid values are defined in the [ISO 6523] code list as the numeric “International Code Designator” (ICD) value. Extended values starting with “99” as indicated by POLICY 6 MUST NOT be used.

Applies to: all business documents used in a Peppol BIS with UBL syntax mapping

Note: the Party Identification is not involved in a Peppol Document Exchange – it is contained for business usage only.

Example 1:

The following example denotes that the ISO 6523 ICD value is 0088 meaning it’s a GLN number with the value of 7300010000001.

```
<cac:PartyIdentification>  
  <cbc:ID schemeID="0088">7300010000001</cbc:ID>  
</cac:PartyIdentification>
```

Example 2:

The following example denotes that the ISO 6523 ICD value is 0002 meaning it’s a French SIRENE number with the value of 542034942.

¹⁸ This is e.g. relevant for the Peppol Billing BIS to be compliant with EN 16931.

```
<cac:PartyIdentification>  
  <cbc:ID schemeID="0002">542034942</cbc:ID>  
</cac:PartyIdentification>
```

POLICY 15 XML attributes for Party Identifiers in CII documents

The “schemeID” attribute SHOULD be populated in all instances of the “ID” element when used within a “PartyIdentification” element when used within a “Party” element. The only valid values are defined in the [ISO 6523] code list as the numeric “International Code Designator” (ICD) value. Extended values starting with “99” as indicated by POLICY 6 MUST NOT be used.

Applies to: all business documents used in a Peppol BIS with CII syntax mapping

Note: the Party Identification is not involved in a Peppol Document Exchange – it is contained for business usage only.

Example 1:

The following example denotes that the ISO 6523 ICD value is 0088 meaning it’s a GLN number with the value of 7300010000001.

```
<ram:BuyerTradeParty>  
  <ram:ID schemeID="0088">7300010000001</ram:ID>  
</ram:BuyerTradeParty>
```

Example 2:

The following example denotes that the ISO 6523 ICD value is 0002 meaning it’s a French SIRENE number with the value of 542034942.

```
<ram:BuyerTradeParty>  
  <ram:ID schemeID="0002 ">542034942</ram:ID>  
</ram:BuyerTradeParty>
```

5 Policies on Identifying Document Types supported by Peppol

Document types used in Peppol are identified using the concepts defined in the Peppol Identifier Schemes Version 1.0.0 (see [Peppol_Transp]). As outlined in POLICY 2 document type identifier values have to be treated case sensitive.

The identifier format is an aggregated format that covers the following identifier concepts:

- ▶ **Syntax specific Identifier:**

This identifies the syntax (e.g. XML) and format (e.g. UBL Invoice) of the document that is being exchanged in the service. E.g. for XML documents, the root element namespace (the namespace of the schema defining the root element) and document element local name (the name of the root element) are concatenated using the “::” delimiter to define the syntax of the XML document.

- ▶ **Customization Identifier:**

An identification of the specification containing the total set of rules regarding semantic content, cardinalities and business rules to which the data contained in the business document conforms. Peppol requirements are documented in Peppol BIS which also indicate the implementation syntax (like UBL). See [Peppol_PostAward] for details.

- ▶ **Version Identifier:**

This identifies the version of a document type following the versioning conventions of that specific document syntax and format.

POLICY 16 Document Type Identifier scheme

The Peppol document type identifier scheme to be used is:

`busdox-docid-qns`

Applies to: all Document Type Identifiers in all components

Note: this scheme identifier is always case sensitive

POLICY 17 Customization Identifiers

The Customization Identifier is defined in the relevant Peppol BIS specification.

A Customization Identifier MUST NOT contain whitespace characters.

Applies to: all Document Type Identifiers in all components

Example 1 (from Billing BIS v3):

```
urn:cen.eu:en16931:2017#compliant#urn:fdc:peppol.eu:2017:poacc:billing:3.0
```

Example 2 (from Order BIS v2):

```
urn:www.cenbii.eu:transaction:biitrns001:ver2.0:extended:urn:www.peppol.eu:bis:peppol3a:ver2.0
```

POLICY 18 Specifying Customization Identifiers in UBL documents

The value for “CustomizationID” element in the UBL document instance must correspond to the Customization ID of the Document Type Identifier.

Applies to: all business documents used in a Peppol BIS with UBL syntax mapping

Example (from Billing BIS v3):

```
<cbc:CustomizationID>urn:cen.eu:en16931:2017#compliant#urn:fdc:peppol.eu:2017:poacc:billing:3.0</cbc:CustomizationID>
```

POLICY 19 Specifying Customization Identifiers in CII Documents

The value for “//ExchangeDocumentContext/GuidelineSpecifiedDocumentContextParameter/ID” element in the CII document instance must correspond to the Customization ID of the Document Type Identifier.

Applies to: all business documents used in a Peppol BIS with CII syntax mapping

CII example (from Billing BIS v3):

```
<rsm:ExchangedDocumentContext>
  <ram:GuidelineSpecifiedDocumentContextParameter>
    <ram:ID>
      urn:cen.eu:en16931:2017#compliant#urn:fdc:peppol.eu:2017:poacc:billing:3.0
    </ram:ID>
  </ram:GuidelineSpecifiedDocumentContextParameter>
</rsm:ExchangedDocumentContext>
```

POLICY 20 Document Type Identifier Value pattern

The format of a Document Type Identifier Value is:

```
<syntax specific id>##<customization id>::<version>
```

<version> is used to reflect the version of the underlying format standard (e.g. the UBL version).

Applies to: all Document Type Identifiers in all components

The Document Type Identifier Value pattern is based on a concatenation of a syntax specific identifier and an optional subtype identifier in the layout:

```
<syntax specific id>[##<subtype Identifier>]
```

Everything between “[” and “]” denotes an optional part and ## is a string literal.

The <syntax specific id> for XML based documents is a concatenation of the document element namespace URI and the document element local name, separated by a double-colon:

```
<document element namespace URI>::<document element local name>
```

The <subtype Identifier> is the combination of customization ID and version.

Therefore, the final structure of the pattern is:

```
<syntax specific id>##<customization id>::<version>
```

When representing document type identifiers in URLs, the document identifier itself will be prefixed with the scheme identifier (see POLICY 16) following two colons:

```
<scheme identifier>::<syntax specific id>##<customization id>::<version>
```

This string must be percent encoded if used in a URL.

Example (from Billing BIS v3):

The following example denotes a Document Type that is a UBL 2.1 Invoice conforming to the Peppol Billing BIS v3.

```
urn:oasis:names:specification:ubl:schema:xsd:Invoice-2::Invoice##urn:cen.eu:en16931:2017#compliant#urn:fdc:peppol.eu:2017:poacc:billing:3.0::2.1
```

Syntax specific ID	urn:oasis:names:specification:ubl:schema:xsd:Invoice-2::Invoice
XML document element namespace URI	urn:oasis:names:specification:ubl:schema:xsd:Invoice-2
XML document element local name	Invoice
Customization ID	urn:cen.eu:en16931:2017#compliant#urn:fdc:peppol.eu:2017:poacc:billing:3.0
Version	2.1

POLICY 21 Specifying Document Type Identifiers in SMP documents

The value for the “scheme” attribute must be “busdox-docid-qns” (see POLICY 16) and the element value must be the document type identifier itself.

Applies to: all XML documents used in the SMP

Example (from Billing BIS v3):

```
<DocumentIdentifier scheme="busdox-docid-qns">
urn:oasis:names:specification:ubl:schema:xsd:Invoice-
2::Invoice##urn:cen.eu:en16931:2017#compliant#urn:fdc:peppol.eu:2017:p
oacc:billing:3.0::2.1
</DocumentIdentifier>
```

POLICY 22 Specifying Document Type Identifiers in the Envelope (SBDH)

When the “//BusinessScope/Scope/Type” element value is “DOCUMENTID”, the value for the “//BusinessScope/Scope/Identifier” element must be “busdox-docid-qns” (see POLICY 16) and the value of the element “//BusinessScope/Scope/InstanceIdentifier” must be the document type identifier itself.

Applies to: all instances of the Peppol Business Message Envelope (SBDH)

Example:

```
<BusinessScope>
  <Scope>
    <Type>DOCUMENTID</Type>
    <InstanceIdentifier>
urn:oasis:names:specification:ubl:schema:xsd:Invoice-
2::Invoice##urn:www.cenbii.eu:transaction:biitrns010:ver2.0:extended:u
rn:www.peppol.eu:bis:peppol4a:ver2.0::2.1</InstanceIdentifier>
    <Identifier>busdox-docid-qns</Identifier>
  </Scope>
</BusinessScope>
```

Note: the order of elements is defined by the Standard Business Document Header XML Schema.

POLICY 23 Document Type Identifier Values

All valid Document Type Identifier Values are defined in [Peppol_CodeList].

Applies to: all Document Type Identifiers in all components

Rows in [Peppol_CodeList] marked as “deprecated” should not be used for newly issued documents. It is important to note that this is a dynamic list. Over time new services will be added. Developers should take this into account when designing and implementing solutions for Peppol services.

6 Policy for Peppol Process Identifiers

Process Identifiers define the orchestrations in which business documents are exchanged. A Process Identifier Value is referenced in a Peppol BIS specification as “profile identifier”.

As outlined in POLICY 2 Peppol process identifiers have to be treated case sensitive.

POLICY 24 Process Identifier Scheme

The Peppol Process Identifier Scheme is:

`cenbii-procid-ubl`

Applies to: all Process Identifiers in all components

Note: this scheme identifier is always case sensitive

POLICY 25 Process Identifier Value

All valid Process Identifier Values are defined in [Peppol_CodeList].

Process Identifier Values MUST NOT contain whitespace characters.

Applies to: all Process Identifiers in all components

Example 1 (from Billing BIS v3):

`urn:fdc:peppol.eu:2017:poacc:billing:01:1.0`

Example 2 (from Order BIS v2):

`urn:www.cenbii.eu:profile:bii03:ver2.0`

Rows in [Peppol_CodeList] marked as "deprecated" should not be used for newly issued documents. It is important to note that this is a dynamic list. Over time new services will be added. Developers should take this into account when designing and implementing solutions for Peppol services.

POLICY 26 Specifying Process Identifiers in the Envelope (SBDH)

When the “//BusinessScope/Scope/Type” element value is “PROCESSID”, the value for the “//BusinessScope/Scope/Identifier” element must be “cenbii-procid-ubl” (see POLICY 24) and the value of the element “//BusinessScope/Scope/InstanceIdentifier” must be the process identifier itself.

Applies to: all instances of the Peppol Business Message Envelope (SBDH)

Example:

```
<BusinessScope>
  <Scope>
    <Type>PROCESSID</Type>
    <InstanceIdentifier>
urn:www.cenbii.eu:profile:bii04:ver1.0</InstanceIdentifier>
    <Identifier>cenbii-procid-ubl</Identifier>
  </Scope>
</BusinessScope>
```

Note: the order of elements is defined by the Standard Business Document Header XML Schema.

POLICY 27 Specifying Process Identifiers in SMP documents

The value for the scheme attribute should be “cenbii-procid-ubl” (see POLICY 24) and the element value must be the process identifier itself.

Applies to: XML documents used in the SMP

499 **Example 1 (CEN/BII):**

500 `<ProcessIdentifier scheme="cenbii-procid-`
501 `ubl">urn:www.cenbii.eu:profile:bii03:ver1.0</ProcessIdentifier>`

502 **Example 2 (CEN/BII2):**

503 `<ProcessIdentifier scheme="cenbii-procid-`
504 `ubl">urn:www.cenbii.eu:profile:bii03:ver2.0</ProcessIdentifier>`

7 Policy on Identifying Transport Profiles in Peppol

7.1 SMP

The Peppol Transport Infrastructure supports different transport protocols. Each endpoint registered in an SMP is required to provide a transport profile identifying the used transport.

POLICY 28 Transport Profile Values

All valid Transport Profile Values are defined in [Peppol_CodeList].

Applies to: all XML documents used in the SMP

Rows in [Peppol_CodeList] marked as "deprecated" should not be used for newly issued documents. It is important to note that this is a dynamic list. Over time new services will be added. Developers should take this into account when designing and implementing solutions for Peppol services.

POLICY 29 Specifying Transport Profiles in SMP documents

The Transport Profile identifier must be placed in the "transportProfile" attribute of the SMP "Endpoint" element.

The value of the "transportProfile" attribute is case sensitive.

Applies to: all XML documents used in the SMP

Example 1 (AS2):

```
<Endpoint transportProfile="busdox-transport-as2-ver1p0">  
  ...  
</Endpoint>
```

Example 2 (AS4 profile v2):

```
<Endpoint transportProfile="peppol-transport-as4-v2_0">  
  ...  
</Endpoint>
```

8 Governance of this Policy

This policy needs maintenance to ensure it supports new versions of the standards, extensions to other identification schemes, new services etc.

This policy document together with the code lists for Identifier Schemes, Document Type Identifiers, Process Identifiers and Transport Profiles is maintained by the Peppol Transport Infrastructure Coordinating Community (TICC).

To ensure sustainability and proper governance of Identifier Schemes it is proposed to include only Identifier Schemes in the scope of:

1. It should be verified, whether an inclusion in the official ISO 6523 code list is possible
2. International recognized standard schemes (e.g. CEN, ISO, UN/ECE)
3. International de-facto accepted schemes (e.g. OASIS)
4. Nationally defined schemes

It shall be ensured that each Identifier Scheme provider:

1. Recognizes any organisation wishing to allocate unique Party identifiers as part of Peppol. An individual organisation or company wishing to issue unique identifiers shall do so through officially recognized umbrella organisations such as their trade associations, network provider or a public or state agency;
2. Has defined rules so that a unique party identifier is only re-issued after the previously issued unique identifier has ceased to be of significant to any user. The length of such period should be dependent upon the environment in which the unique identifier will be used.

These rules mirror those of an ISO 15459 registration Authority and will support the option to transfer the responsibility that authority as part of the Peppol sustainability programme.