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ADMIN - Administrative

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Close Case

BUC Specifications

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1. Introduction

1.1. Purpose

The purpose of this document is to construct an external view of, part of, the 'EESSI business system' as described in EC Regulations 883/2004 [R1] and 987/2009 [R2]. The 'EESSI Business System' describes the business and expected business processes without consideration as to which part(s) may be realized by an IT System (i.e. the proposed EESSI IT System).

The external view comprises of models and descriptions of business use cases, the services of a business system offered to business actors: customers, business partners, or other business systems.

A business use case is described from an actor's perspective; it describes the interaction between an actor and the business system, meaning it describes the behaviours of the business system that the actor utilizes. The Business Use Case includes Use Case Diagrams and Business Process Models.

Use case diagrams show actors, business use cases, and their relationships. Use case diagrams do not describe procedures. Alternative scenarios also remain hidden. These diagrams give a good overview of the behaviours of the EESSI business system which will direct and govern part of the expected behaviours and functionality delivered by the EESSI IT System.

1.2. Scope

This document is limited to the external view of an Administrative process for closing a business process. The different elements like use case description, actors, and business process as well as supporting UML diagrams and BPMN models pertaining to the ending of a process.

1.3. Definitions, Acronyms and Abbreviations

Please see the EESSI Project Glossary [here](#)

1.4. References

| # | Document Type | Document Name |
|----|--------------------------------------|--|
| R1 | Basic Regulations EC (883/04) | Regulation EC No. 883/2004.pdf |
| R2 | Implementing Regulations EC (987/09) | Regulation EC No 987/2009.pdf |

1.5. Overview

Chapter 1 introduces the external view on the business system under review and lists the elements of this specification.

Chapter 2 introduces us to the Close Case business process. The chapter gives a short and detailed description as well as a reference to business process' legal base.

Chapter 3 lists the actors involved in the Close Case business process.

Chapter 4 describes in detail the Close Case business process based on the RUP use case template, as well as the relationship to other use cases.

Chapter 5 describes the Close Case business process using business process modelling notation (BPMN).

2. Description

2.1. Business Scenario

In a situation where a business process reaches a conclusion (i.e. all tasks have been successfully completed) or there is an expected reason to terminate a business process before all tasks have been successfully complete, this BUC provides a basic way for all participants to reach a common understanding in a controlled way that the process has ended and they can mark their internal systems accordingly.

2.2. Legal Base

This Business Use Case document's legal base is described in the following Regulations

1. Basic Regulation (EC) No 883/2004 [R1]
2. Implementing Regulation (EC) No 987/2009 [R2]

The following matrix specifies the SEDs that are used in this Business Use Case and documents the articles that provide the legal basis for each SED.

| | Basic Reg (883/04 |
|------|-------------------|
| SED | Article 76 |
| X001 | ✓ |

Table 1: SED – Legal base relationship matrix

3. Actors & Roles

This chapter captures details of the actors which are important to understanding the different types of system users. An actor is anyone or anything that exchanges data with the business system. An actor can be a user, external hardware, or another system.

The overarching description of each actor described in this Business Use Case can be found in the Glossary. Below you will find a short description which provides further clarity of this actor within the context of this Business Use Case.

| Actor name | Description |
|-------------------------------|---|
| Triggering Participant | The Triggering Participant is an active participant in the main process who triggers this BUC. This will be an Institution where the main process permits their role to do so |
| Other Participant(s) | Other Participant(s) represents all other active participants in the main process. This will be one or more Institutions as determined by the main process. |

Table 2: Actors & Roles

4. Use Case

4.1. RUP Table Representation

| | | | |
|-------------------------------|---|--------------------------|---------------|
| Use Case ID: | Ad_BUC_01 | | |
| Use Case Name: | Close Case | | |
| Created By: | EESSI BA Team | Last Updated By: | EESSI BA Team |
| Date Created: | 28/02/2014 | Publication Date: | 06/12/2024 |
| Actors: | Triggering Participant Other Participant(s) | | |
| Description: | In a situation where a case reaches a conclusion (i.e. all tasks have been successfully completed) or there is an expected reason to terminate a business process before all tasks have been successfully complete, this BUC provides a basic way for all participants to reach a common understanding in a controlled way that the case has closed and they can mark their internal systems accordingly. | | |
| Trigger: | A case reaches its conclusion and no further exchanges are expected or a case needs to unexpectedly end due to exceptional circumstances. | | |
| Preconditions: | A case exists and triggers this BUC | | |
| Post conditions: | The case is considered closed | | |
| Main Scenario: | <ol style="list-style-type: none"> 1. The Triggering Participant fills out a Close Process (X001) SED by entering all the required information about the reasons for closing the case; 2. The Triggering Participant sends the X001 to all Other Participants; 3. The Other Participants receive the X001 and understand the case is now formally finished. <p>The use case ends here</p> | | |
| Alternative Scenarios: | | | |
| Exceptions: | <u>Exception 1:</u> | | |
| Includes: | This BUC is exclusively used as an <<include>> in other sectorial business processes. | | |
| Frequency of Use: | It is expected that this BUC will be used one per case | | |
| Special Requirements: | SR1: Active Participants are those participants defined in the parent process which invoked this BUC | | |

| | |
|--------------------------|-----|
| Assumptions: | N/A |
| Notes and Issues: | N/A |

4.2. Request – Reply SEDs

The following table specifies the SED that have a logical pairing to one another, usually this is known as a request-reply pair.

| REQUEST SED | REPLY SED(s) |
|-------------|--------------|
| | |

4.3. Attachments Allowed

The following table specifies whether attachments are permitted to be included when sending a SED type.

| SED | Attachments |
|-------------|-------------|
| X001 | Not allowed |

4.4. Artefacts used

The following table specifies the artefacts that are used in this Business Use Case.

| Artefact name | Artefact type |
|---------------|---------------|
| X001 | SED |

5. Business Processes

The following model describes the Business Use Case Close Case subprocess using BPMN 2.0.



6. Appendices

6.1. Issues

N/A