



# **EESSI – CDM 4.4**

## **ADMIN - Administrative**

### **AD\_BUC\_08\_Subprocess - v4.4.0**

**Clarify SED Content**

***BUC Specifications***

## Document Control Information

Document Control	Value
<b>Project Title</b>	Electronic Exchange of Social Security Information (EESSI)
<b>Document Name</b>	AD_BUC_08_Subproc_Specification_v4.4.0.docx
<b>Document Category</b>	BUC Specifications
<b>Document Version</b>	v4.4.0
<b>Revision</b>	-
<b>CDM Package</b>	CDM 4.4.0 Package
<b>Publication Date</b>	06/12/2024
<b>Document Status</b>	Final
<b>Sensitivity (TLP) Distribution terms</b>	<p>Traffic Light Protocol (TLP) = "GREEN"</p> <div data-bbox="705 1008 1141 1211"> <p><b>GREEN</b></p> <p>Only share inside EESSI community See Author guidance before sharing</p> </div> <p>The distribution of this document is done strictly in line with the Traffic Light Protocol (TLP) established by the European Commission's note AC 790/15 REV for the EESSI project documentation.</p> <p>In line with the note AC 790/15 REV, this document is labelled as TLP = "Green". Therefore, it can be circulated widely within the EESSI community. However, the document or the information herein may not be published or posted on the Internet, nor released outside of the EESSI community.</p>
<b>Connected/Embedded Files</b>	None
<b>Authors</b>	European Commission, DG EMPL A4, EESSI BA
<b>Revised by</b>	European Commission, DG EMPL A4, EESSI BA
<b>Approved by</b>	European Commission, DG EMPL A4, EESSI PMO

## Document history

Version	Date	Short Description of Changes
v0.1	20/08/14	Initial Draft
v0.2	27/02/15	Reply to clarify (X013): Branch 1 added.
v0.99.0	27/05/16	Adding the Additional Chapters 4.2, 4.3 and 4.4 Minor formatting, date, version and grammar changes
v0.99.1	12/06/2016	Minor grammatical updates to the Actors and Main Process
v1.0.0	14/07/2016	AC APPROVED
v1.0.1	08/08/2017	<ul style="list-style-type: none"> <li>- Added reference to the BPMN version.</li> <li>- Removed confidential watermark.</li> <li>- Adapted reference to BUC confluence page in Configuration Management</li> </ul>
v4.1.0	22/08/2018	<ul style="list-style-type: none"> <li>- Section 4.4 merged 2 tables (for SED &amp; for Subprocesses) into 1 BUC Artefact table."</li> <li>- Version adaptations to release 4.1.0.</li> </ul>
v4.2.0	29/05/2019	Version adaptations to release 4.2.0.
v4.3.0	31/08/2021	Version adaptations to release 4.3.0.
v4.4.0	06/12/2024	Version adaptations to release 4.4.0

## Table of Contents

1. INTRODUCTION .....	5
1.1. Purpose .....	5
1.2. Scope .....	5
1.3. Definitions, Acronyms and Abbreviations .....	5
1.4. References .....	5
1.5. Overview .....	5
2. DESCRIPTION .....	6
2.1. Business Scenario .....	6
2.2. Legal Base .....	6
3. ACTORS & ROLES .....	7
4. USE CASE .....	8
4.1. RUP Table Representation .....	8
4.2. Request – Reply SEDs .....	9
4.3. Attachments Allowed .....	9
4.4. Artefacts used .....	9
5. BUSINESS PROCESSES .....	10
6. APPENDICES .....	11
6.1. Issues .....	11

## 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 getting clarification of the content of a received SED. The different elements like use case description, actors, and business process as well as supporting UML diagrams and BPMN models pertaining to getting clarification of the content of a received SED.

### 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)	<a href="#">Regulation EC No. 883/2004.pdf</a>
R2	Implementing Regulations EC (987/09)	<a href="#">Regulation EC No 987/2009.pdf</a>

### 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 Clarify Content 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 Clarify Content business process.

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

Chapter 5 describes the Clarify Content business process using business process modelling notation (BPMN).

## 2. Description

### 2.1. Business Scenario

Once a SED has been sent from one Institution to another Institution, a situation may arise where the institution that received the SED does not understand some or all of the content of the SED. In this situation it is necessary for the receiving Institution to inform the Institution that created and sent the SED of the part/elements of the SED that they do not understand and require clarification of.

### 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
X012	✓
X013	✓

*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
<b>Triggering Participant</b>	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
<b>Other Participant(s)</b>	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

<b>Use Case ID:</b>	Ad_BUC_08		
<b>Use Case Name:</b>	Clarification of Content		
<b>Created By:</b>	EESSI BA Team	<b>Last Updated By:</b>	EESSI BA Team
<b>Date Created:</b>	20/08/2014	<b>Publication Date:</b>	06/12/2024
<b>Actors:</b>	Triggering Participant Other Participant(s)		
<b>Description:</b>	Once a SED has been sent from one Institution to another Institution, a situation may arise where the institution that received the SED does not understand some or all of the content of the SED. In this situation it is necessary for the receiving Institution to inform the Institution that created and sent the SED of the part/elements of the SED that they do not understand and require clarification of.		
<b>Trigger:</b>	An institution receives a SED containing information they do not/cannot understand		
<b>Preconditions:</b>	A case exists and triggers this BUC. A SED is exchanged containing information that the receiver does not understand		
<b>Post conditions:</b>	The sender is aware they should clarify the content of the previously sent SED		
<b>Main Scenario:</b>	<ol style="list-style-type: none"> <li>1. The Triggering Participant fills out a Clarify Content (X012) SED by entering the information to identify the part(s) or element(s) of the SED they need clarification of;</li> <li>2. The Triggering Participant sends the X012 to one of the Other Participants;</li> <li>3. The Other Participant receives the X012 and understand the need to provide the Triggering Participant with a clarification (usually an updated SED)</li> </ol> <p><b>The use case ends here.</b></p>		
<b>Alternative Scenarios:</b>	<p><u>Branch 1:</u> [At Step 3], the Other Participant determines it cannot clarify or send back the information requested at this time.</p> <ol style="list-style-type: none"> <li>1. The Other Participant fills in a X013 (Reply to Clarify) SED detailing the reasons why they cannot clarify the requested information.</li> <li>2. The Other Participant sends the X013 SED back to the Triggering Participant.</li> <li>3. The Triggering Participant receives the X013 SED.</li> <li>4. This branch ends here.</li> </ol>		
<b>Exceptions:</b>	<u><b>Exception 1:</b></u>		



<b>Includes:</b>	This BUC is exclusively used as an <<include>> in other sectorial business processes.
<b>Frequency of Use:</b>	It is expected that this BUC will be used multiple times per case
<b>Special Requirements:</b>	<b>SR1:</b> Active Participants are those participants defined in the parent process which invoked this BUC
<b>Assumptions:</b>	N/A
<b>Notes and Issues:</b>	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)
X012	X013

## 4.3. Attachments Allowed

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

SED	Attachments
<b>X012</b>	Not allowed
<b>X013</b>	Not allowed

## 4.4. Artefacts used

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

Artefact name	Artefact type
<b>X012</b>	<b>SED</b>
<b>X013</b>	<b>SED</b>

## 5. Business Processes

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

The business process models are described using BPMN 2.0 – a detailed description of how to read and understand a BPMN model is provided [here](#).



---

## 6. Appendices

### 6.1. Issues

N/A