



EESSI – CDM 4.4

ADMIN - Administrative

AD_BUC_07_Subprocess - v4.4.0

Reminder

BUC Specifications

Document Control Information

Document Control	Value
Project Title	Electronic Exchange of Social Security Information (EESSI)
Document Name	AD_BUC_07_Subproc_Specification_v4.4.0.docx
Document Category	BUC Specifications
Document Version	v4.4.0
Revision	-
CDM Package	CDM 4.4.0 Package
Publication Date	06/12/2024
Document Status	Final
Sensitivity (TLP) Distribution terms	<p>Traffic Light Protocol (TLP) = "GREEN"</p> <div data-bbox="705 1008 1141 1211"> <p>GREEN</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 However, the document or the information herein may not be published or posted on the Internet, nor released outside of the EESSI community.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>
Connected/Embedded Files	None
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Document history

Version	Date	Short Description of Changes
v0.1	28/07/2014	Initial Draft
v0.2	23/03/2015	Branch 2 updated: Reply to Reminder X010 SED (Positive reply).
v0.99.0	27/05/2016	Adding the Additional Chapters 4.2, 4.3 and 4.4 Minor formatting, date, version and grammar changes
v0.99.1	12/06/2016	Small grammatical updates to the Actor and Description.
v1.0.0	14/07/2016	AC APPROVED
v1.0.1	08/08/2017	<ul style="list-style-type: none"> - Added reference to the BPMN version. - Removed confidential watermark. - Adapted reference to BUC confluence page in Configuration Management
v4.1.0	22/08/2018	<ul style="list-style-type: none"> - Section 4.4 merged 2 tables (for SED & for Subprocesses) into 1 BUC Artefact table." - Version adaptations to release 4.1.0.
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

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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 sending a reminder. The different elements like use case description, actors, and business process as well as supporting UML diagrams and BPMN models pertaining to the sending of a reminder.

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 Reminder 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 Reminder business process.

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

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

2. Description

2.1. Business Scenario

There will be situations where a business case is progressing between two or more Institutions and for whatever reason an Institution is not sending the information needed by another Institution. In this situation, upon waiting for certain length of time the institution that is in need of the information will choose to Remind the other institution of the information they need. Upon receipt of the reminder the institution that is expected to send the information may choose to send the SED that is needed, send a reply to indicate why the requested information cannot be sent at this time and when it should be able to, or it may simply not respond at all.

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
X009	✓
X010	✓

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_07		
Use Case Name:	Reminder		
Created By:	EESSI BA Team	Last Updated By:	EESSI BA Team
Date Created:	28/07/2014	Publication Date:	06/12/2024
Actors:	Triggering Participant Other Participant(s)		
Description:	There will be situations where a business case is progressing between two or more Institutions and for whatever reason an Institution is not sending the information needed by another Institution. In this situation, upon waiting for certain length of time the institution that is in need of the information will choose to Remind the other institution of the information they need. Upon receipt of the reminder the institution that is expected to send the information may choose to send the SED that is needed or send a reply to indicate why the requested information cannot be sent at this time and when it should be able to.		
Trigger:	An Institution needs to send a Reminder to another Institution		
Preconditions:	A case exists and triggers this BUC		
Post conditions:	The Reminder is sent, and possible reply exchanged		
Main Scenario:	<ol style="list-style-type: none"> 1. The Triggering Participant fills out a Reminder (X009) SED by entering all the required information about the information/SED that is needed; 2. The Triggering Participant sends the X009 to one or more of the active participants; 3. The Other Participant(s) receive the X009 Reminder. 4. The Other Participant determines it can send the information needed and sends the requested information/SED to the Triggering Participant <p>The use case ends here</p>		
Alternative Scenarios:	<p>Branch 1: At [Step 4] the Other Participant determines it cannot send the information at this time</p> <ol style="list-style-type: none"> 1. The Other Participant fills in an X010 (Reply to Reminder) SED detailing the reasons why they cannot send the information now, and indicating when they can possibly send it. 2. The Other Participant sends the X010 to the Triggering Participant 3. The triggering participant receives the X010. 4. This branch ends here 		
	<p>Branch 2 : At [Step 4] the Other Participant determines it will be able to provide the information but later</p>		

	<ol style="list-style-type: none"> 1. The Other Participant fills in an X010 (Reply to Reminder) SED detailing the reason and indicating when they will be able to provide the information. 2. The Other Participant sends the X010 to the Triggering Participant 3. The Triggering Participant receives the X010. 4. This branch ends here
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 can be used more than once 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)
X009	X010

4.3. Attachments Allowed

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

SED	Attachments
X009	Not allowed
X010	Not allowed

4.4. Artefacts used

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

Artefact name	Artefact type
X009	SED
X010	SED

5. Business Processes

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



6. Appendices

6.1. Issues

N/A