

# Digital Capability Publisher Provider Agreement

Between

**Digital Business Council**

**AND**

**(Access Point Provider)**

Version 1.0

05 August 2016

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## Parties

Digital Business Council

of

(**'Council'**)

**ABN**

of

(**'Digital Capability Publisher Provider'**)

## Background

- A. The Digital Capability Publisher Provider wishes to provide Digital Capability Publisher Services to Clients under the Digital Business Council Limited's eInvoicing Interoperability Framework (**Framework**).
- B. The Framework details the procedures, standards and guidelines for the electronic exchange of Business Documents between participants under the Framework.
- C. The intent of the Framework is to provide a national framework to allow the entire business community to have access to a range of competitive solutions that are able to exchange information digitally. To do this the Digital Capability Publisher Provider must conform to the minimum operating and technical standards required by this Agreement. While commencing with eInvoicing it is intended that the types of transactions implemented will expand over time to include other aspects of the procure to pay life cycle.
- D. The Council oversees and may audit the services provided by the Digital Capability Publisher Provider, to ensure that they are provided and maintained in accordance with the Framework.
- E. The Parties agree that the Digital Capability Publisher Provider is Accredited to access and adopt the Framework on the terms and conditions set out in this Agreement.

## Terms and Conditions

### 1 Definitions and Interpretation

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#### 1.1 Definitions

For the purposes of this Agreement unless otherwise specified:

**Accreditation** means the approval to operate a Digital Capability Publisher Service, granted by the Council to a Digital Capability Publisher Provider, upon committing to adhere to the standards specified under the Framework.

**Accreditation Fee** means the fee payable by the Digital Capability Publisher Provider to the Council as set by the Council and notified on the Council's Website to be considered for Accreditation under the Framework by the Council.

**Agreement** means this agreement between the Digital Capability Publisher Provider and the Council comprising the following:

- (a) any Binding Implementation Practice Note issued by the Council;
- (b) the clauses in the body of this Agreement;
- (c) the paragraphs in the body of the Schedules;
- (d) the Implementation Guide;
- (e) the Framework.

**Available** means with respect to a Digital Capability Publisher, being capable of receiving and sending electronic Messages in accordance with the Framework.

**Binding Implementation Practice Note** means a notification issued by the Council that outlines operational guidance on methods or practices for implementing the Framework.

**Business Day** means any day other than a Saturday, Sunday or public holiday in Canberra, Australian Capital Territory.

**Business Hours** means anytime between 9am and 5pm (local time) on a Business Day which are for the purposes of the execution of this Agreement.

**Business Documents** means Council endorsed documents used by the business in its day-to-day activities such as invoicing which are for the purposes of the execution of this Agreement.

**Client** means a business, organisation or any other entity, for which the Digital Capability Publisher Provider provides its Digital Capability Publisher services.

**Confidential Information** of a Party means:

- (a) information, know-how, ideas, concepts and technology of a confidential nature relating to or developed in connection with the business or affairs of the Party which is disclosed to, learnt by, or which otherwise comes to the knowledge of or into the possession of the other Party;
- (b) information designated by that Party as confidential; or
- (c) information regarding clients, customers, employees, contractors of or other persons doing business with that Party,

but it does not include information:

- (i) which is or becomes generally available in the public domain, other than through any breach of confidence;

(ii) rightfully received by the other Party from a third person who is under no obligation of confidentiality in relation to the information and who has not obtained that information either directly or indirectly as a result of a breach of any duty of confidence owed to the first Party; or

that has been independently developed by the other Party

**Contingency** means any Disabling Event.

**Corporations Act** means the *Corporations Act 2001* (Cth).

**Council** means the Digital Business Council Limited which constitutes the industry representatives, representing business interests.

**Council's Website** means the Council's Website accessible at:

<http://digitalbusinesscouncil.com.au>

**Defect** means any characteristic that makes the whole or any part of Digital Capability Publisher Provider Service inoperable or inconsistent with the requirements of this Agreement including any Binding Implementation Practice Note issued by the Council, the clauses in the body of this Agreement; the Implementation Guide; the paragraphs in the body of the Schedules or the Framework.

**Digital Capability Locator** is a service for looking up the location of the Digital Capability Publisher for a Participant.

**Digital Capability Publisher Service Provider** is a provider of a service for Participants to store their details of their capabilities, and includes what scenarios they can process, the data formats they support and the delivery address for their Business Documents.

**Digital Capability Publisher Contact** means the person appointed by the Digital Capability Publisher Provider and notified in writing to the Council to be the Digital Capability Publisher Provider's contact for the purposes of this Agreement and with responsibility to fulfil the Digital Capability Publisher Provider's obligations under clauses 7.5(b) and 7.6.

**Digital Capability Publisher** is a provider of a service for Participant to store their details of their capabilities, and includes what scenarios they can process, the data formats they support and the delivery address for their eInvoices.

**Disabling Event** means any:

- (a) processing, communications or other failure of a technical nature;
- (b) inaccessibility (total or partial) of facilities by means of which exchanges are conducted; or
- (c) manifestation of industrial action, which affects, or may affect, the ability of an Digital Capability Publisher Provider to participate to the normal and usual extent in the electronic exchange of Business Documents.

**Domain of Responsibility** means a Digital Capability Publisher Provider's function and maintenance of its services, required for interacting within the scope of the Framework.

**Effective Date** means the date from which this Agreement takes effect, which is the day on which the last of the authorised representative of both Parties signs it.

**Force Majeure Event** means any circumstance not within the reasonable control of the affected Party, to the extent that:

- (a) the circumstance cannot be avoided, prevented or remedied despite the exercise of reasonable diligence by the Party;
- (b) the circumstance materially affects the ability of the Party to perform its obligations under this Agreement; and
- (c) the Party has taken all reasonable precautions to avoid the effect of the circumstance on the Party's ability to perform its obligations under this Agreement and to mitigate the consequences thereof.

**Framework** means the Digital Business Council's Interoperability Framework which details the procedures and guidelines for the electronic exchange of Business Documents between its Participants as modified from time to time and which is accessible at:

<http://digitalbusinesscouncil.com.au>.

**GST** has the meaning given to that term in the GST law.

**GST Law** has the meaning given to that term in the *A New Tax System (Goods and Services Tax) Act 1999* (Cth).

**Harmful Code** means any computer program, trojan, virus or other code which is not intended to serve a legitimate purpose and which is harmful, destructive or disabling or which assists in or enables theft, alteration, denial of service, unauthorised access to or disclosure, destruction or corruption of information, data or software.

**Implementation Guide** means documents published by the Council that outline and describe a set of rules and guidelines on the use of the standards.

**Insolvency Event** in relation to a Party (**Insolvent Party**) means the happening of any one or more of the following events:

- (a) the Insolvent Party ceases or takes steps to cease to conduct its business in the normal manner;
- (b) the Insolvent Party enters into or resolves to enter into any arrangement, composition or compromise with or assignment for the benefit of its creditors or any class of them;
- (c) the Insolvent Party is unable to pay its debts when they are due or is deemed under the *Corporations Act 2001* (Cth) to be insolvent;
- (d) a liquidator or provisional liquidator is appointed to the Insolvent Party or a receiver, receiver and manager, official manager, trustee or similar official is appointed over any of the assets or undertakings of the Insolvent Party;
- (e) an application or order is made or a resolution is passed for the winding up of the Insolvent Party;



- (f) being an individual is declared bankrupt, seeks a composition of creditors, suspends payments or in any other way is deemed to be insolvent; or
- (g) any act or event analogous or having a substantially similar effect to any of the events specified in paragraphs (a) to (f) of this definition.

**Key Operating Staff** means Personnel directly responsible for overseeing and maintaining the services provided by an Access Point under the Framework.

**Law** means any law including any common law, equity, statute, regulation, proclamation, ordinance, by-law, mandatory code of conduct, writ, judgment and any award or other industrial instrument.

**Loss** means loss, damage, liability, charge, expense, outgoing, payment or cost of any nature or kind, including all legal and other professional costs on a full indemnity basis.

**Message** means an electronic message or signal sent or received by the Participants under the Framework.

**Participant** means Council Accredited Digital Capability Publisher Providers, Digital Capability Publisher and Digital Capability Locator services and the businesses, organisations and other entities who have adopted the Framework.

**Party** means a party to this Agreement being, individually the Digital Business Council Limited or the Digital Capability Publisher Provider and together referred to as the Parties.

**Personal Information** means:

- (h) information or an opinion about an identified individual, or an individual who is reasonably identifiable, whether the information or opinion is true or not and whether the information or opinion is recorded in a material form or not; or
- (i) information or a document that relates to the affairs or personal particulars of another person (such as a company or a business),

which is received or learnt by a Party from any source as a consequence of or in the performance of its rights and obligations under this Agreement.

**Personnel** means in respect of a Party, employees, secondees, directors, officers, contractors, professional advisers and agents of that Party, and in relation to the Digital Capability Publisher Digital Capability Publisher Provider includes such individuals of its subcontractors.

**Privacy Laws** means the *Privacy Act 1988* (Cth), the *Spam Act 2003* (Cth), the *Telecommunications Act 1997* (Cth), any registered Australian Privacy Principles Code that binds a Party, the Privacy Policy issued by the Council (available at: [www.\[insert\]/privacy](http://www.[insert]/privacy)), and any other Laws, industry codes and policies relating to the handling of Personal Information.

**Related Body Corporate** has the meaning given to that term in section 9 of the *Corporations Act 2001* (Cth).

**Testing Requirement** means the requirements under clause 3.1 and 5.2 as set out in more detail in Schedules [1] to [2].

**Warning Note** means a written notice directed to the Digital Capability Publisher Provider describing an issue of concern or complaint and a timeframe to rectify the issue of concern or complaint.

## 1.2 Interpretation

In this document:

- (a) headings are for convenience only and do not affect interpretation;
- (b) the singular includes the plural and vice versa;
- (c) a gender includes every other gender;
- (d) where a word or phrase is defined, its other grammatical forms have a corresponding meaning;
- (e) a reference to a Party to this Agreement includes the Party's successors and permitted assignees;
- (f) a reference to a person includes a firm, a body corporate, an unincorporated association or an authority and vice versa;
- (g) a reference to this Agreement or another document includes any variation, novation, replacement or supplement to any of them from time to time;
- (h) a reference to a part, clause, annexure, exhibit, appendix or schedule is a reference to a part of, clause of, an annexure, exhibit, appendix or schedule to this Agreement and a reference to this Agreement includes any annexure, exhibit, appendix and schedule;
- (i) a reference to a right or obligation of two or more persons confers that right, or imposes that obligation, as the case may be, jointly and severally;
- (j) a reference to any legislation or to any provision of any legislation includes any modification or re-enactment of it, any legislative provision substituted for it and any regulations and statutory instruments issued under it;
- (k) a reference to conduct includes any omission, representation, statement or undertaking, whether or not in writing;
- (l) mentioning anything after includes or including does not limit what else might be included;
- (m) no rule of construction applies to the disadvantage of a Party because that Party was responsible for the preparation of this document;
- (n) a reference to dollars or \$ is to Australian currency;
- (o) all references to time are to Canberra time; and
- (p) all references to accounting and financial terms have the meaning commonly given to them in accordance with the accounting principles generally accepted in Australia.

### **1.3 Relationship with the Framework**

This Agreement refers to, and is to be read in conjunction with the Framework, published by the Council on its website at:

<http://digitalbusinesscouncil.com.au>

### **1.4 Precedence of documents**

The documents comprising this Agreement must be read in the following order of precedence:

- (a) Binding Implementation Practice Note;
- (b) the clauses in the body of this Agreement;
- (c) the paragraphs in the body of the Schedules;
- (d) the Implementation Guide;
- (e) the Framework.

## **2 Term of this Agreement**

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### **2.1 When agreement commences**

This Agreement commences on the Effective Date which is set out in the execution page, and is the day on which the last of the duly authorised representative of both Parties has signed this Agreement.

### **2.2 When agreement ends**

This Agreement will end according to clause 20.

## **3 Eligibility**

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### **3.1 Eligibility to be Accredited as an Digital Capability Publisher Provider under the Framework**

The Digital Capability Publisher Provider will be eligible to obtain the Council's Accreditation to provide Digital Capability Publisher Services and participate under the Framework as an Accredited Digital Capability Publisher Provider if:

- (a) it successfully satisfies the Testing Requirements set out in Schedule 3 and in accordance with the processes and requirements of this Agreement and the Framework and submits to the Council the signed declaration/application as required by clause 3.4;
- (b) it commits to cooperating as a Participant under the Framework by signing this Agreement;
- (c) its Key Operating Staff are all fit and proper persons as demonstrated by those persons:
  - (i) being competent to operate an Digital Capability Publisher Provider business (as demonstrated by the person's knowledge, skills and experience);

- (ii) having the attributes of good character, diligence, honesty, integrity and judgement;
- (iii) not being disqualified by law from performing their role for the Digital Capability Publisher Provider; and
- (iv) either having no conflict of interest in performing their role for the Digital Capability Publisher Provider, or if any conflict exists it will not create a material risk that the person will fail to properly perform their role for the Digital Capability Publisher Provider under the Framework;

and the Digital Capability Publisher Provider makes a declaration in accordance with clauses 3.3 and 3.4; and

- (d) it pays the Accreditation Fee.

### **3.2 Eligibility to Remain Accredited as an Digital Capability Publisher Provider under the Framework**

The Digital Capability Publisher Provider will continue to remain Accredited to provide Digital Capability Publisher Services under the Framework and to participate under the Framework as a Participant provided it continues to satisfy the requirements of clause 3.1.

### **3.3 Accreditation Process**

The process a Digital Capability Publisher Provider must follow to obtain accreditation and become a Participant under the Framework is as follows:

- (a) Step 1 Downloading the Testing Requirements from the Council's Website;
- (b) Step 2 Testing its software against the Testing Requirements described in clause 3.1 and recording the results;
- (c) Step 3 Uploading the test results into the Council's Website and ensure that the test results are stored in a form that can be audited by the Council in accordance with clause 17 for a period of not less than two (2) years;
- (d) Step 4 Uploading the declaration providing the information required by clause 3.1(c) in the form required by clause 3.4;
- (e) Step 5 Signing this Agreement and undertaking to comply with the terms of use for the application of the Council's name and logo as published on the Council's website from time to time and uploading the signed copy of this Agreement to the Council's Website;
- (f) Step 6 The Council will notify the Digital Capability Publisher Provider with confirmation of Accreditation or request more information; and
- (g) Step 7 The Digital Capability Publisher Provider is Accredited once it has received a written notices of confirmation from the Council in accordance with clause 4.1.

### **3.4 Evidence**

The Digital Capability Publisher Provider must when applying to the Council for Accreditation provide the Council with a declaration of self assessment in the form required by the Council's Website.

## **4 Assessment and Appeals**

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### **4.1 Council Assessment**

The Council will assess the Digital Capability Publisher Provider's information provided under clause 3 against the eligibility and testing requirements in clause 3 and Schedule 3 and determine in its sole discretion whether the Digital Capability Publisher Provider will be admitted as an Accredited Digital Capability Publisher Provider under the Framework.

### **4.2 Appeals**

If the Access Point Provider is not satisfied with the outcome of its application to obtain the Council's Accreditation, it may appeal the Council's decision in accordance with the Council's Constitution or By-Laws from time to time.

## **5 Testing**

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### **5.1 Digital Capability Publisher Provider must provide Current Test Results**

- (a) The Digital Capability Publisher Provider must, when requested by the Council, submit the current test results for its Digital Capability Publisher Service to the Council for review covering the most recent build or configuration of the Digital Capability Publisher Provider's system within five (5) Business Days of the request.
- (b) If unable to produce the required test results within the timeframe specified in (a) the Council may request the Digital Capability Publisher Provider to retest its Digital Capability Publisher Services in accordance with the Testing Requirements to remain eligible as an Accredited Digital Capability Publisher Provider.

### **5.2 Testing requirements**

The Testing Requirements with which the Digital Capability Publisher Provider must comply are contained in Schedule 3. These testing requirements may be updated at any time by the Council. Following an update, the Council will notify the Access Point Providers, if it determines that the changes to the testing requirements are significant enough to undertake reassessment and retesting pursuant to clauses 4 and 5 respectively.

### **5.3 Logical Separation of environments**

The Digital Capability Publisher Provider must ensure that an appropriate level of logical separation is enforced between its internal applications, particularly between its testing environment and its production environment. As a minimum, the Digital Capability Publisher Provider must ensure that an unauthorised business document (i.e. a test

version) is not accidentally or otherwise accepted into the Digital Capability Publisher Provider's production system.

## **6 Digital Capability Publisher Provider's Obligations**

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### **6.1 The Digital Capability Publisher Provider must:**

- (a) provide the Digital Capability Publisher Services relevant to its role as an Digital Capability Publisher Provider as set out in this Agreement including, in particular, the requirements of Schedule [3] and the Framework;
- (b) ensure that its Digital Capability Publisher Services are provided and maintained in a reliable manner including as set out in Schedule [3];
- (c) as far as it is possible, without violating confidentiality commitments to third parties or Privacy Laws, the Digital Capability Publisher Provider must make available to other Participants relevant information held by it which is needed by those Participants for providing and maintaining their services;
- (d) protect its own data systems against illicit use, Harmful Code, malicious code, viruses, computer intrusions, infringements and illegal tampering of data and other comparable actions by third parties;
- (e) use reasonable endeavours to avoid the transmission of any Harmful Code, viruses, time bombs, worms or similar items or any computer programming routines that may adversely affect any other Participant's computer systems;
- (f) notify all relevant Participants within sixty (60) minutes if they observe disruption of service or an infrastructure failure as specified in Schedule [3] within its Domain of Responsibility which may endanger the fulfilling of agreed tasks under the Framework;
- (g) if unable to fulfil its obligations under this Agreement, promptly inform the Council in writing; and
- (h) ensure that it has sufficient resources for the delivery of the Digital Capability Publisher Services and for the maintenance of its own software systems.

### **6.2 Disputes between Digital Capability Publisher Providers and Accredited Access Point Providers**

Any disputes between Digital Capability Publisher Providers and Accredited Access Point Providers must be:

- (a) resolved amicably by negotiations between the Accredited Access Point Providers, or if the Accredited Access Point Providers have not reached agreement within fifteen (15) days following notice from one Accredited Access Point Provider to the other regarding the dispute;
- (b) escalated to the Council, in which case both Accredited Access Point Providers must agree on whether the decision from the Council, or from one or more technical experts appointed by the Council, will be considered binding or only advisory (as a basis for further negotiations); or

- (c) when none of the other options provides a satisfactory solution within thirty (30) days following notice from one Accredited Access Point Provider to the other the parties may pursue other alternatives for, including but not limited to mediation or court proceeding.

## **7 Digital Capability Publisher Interoperability**

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### **7.1 Digital Capability Publisher Connectivity**

The Digital Capability Publisher Provider must ensure that:

- (a) its Digital Capability Publisher Service is able to connect and respond to Participants in the Framework as required under this Agreement; and
- (b) that it notifies all its Clients and Council of any non-availability due to any issues for a planned period of time prior to the non availability; and
- (c) its Digital Capability Publisher Service supports and conforms to any connectivity standards set out in the Implementation Guide published and reviewed by the Council.

### **7.2 Digital Capability Publisher Availability**

The Digital Capability Publisher Provider must ensure that in relation to its Digital Capability Publisher Service:

- (a) the Digital Capability Publisher availability requirements set out in Schedule 2 are met;
- (b) it publishes its non-availability due to any issues for a planned period of time, on the Council's website for accredited Digital Capability Publisher Providers; and
- (c) if its Digital Capability Provider does not receive an acknowledgment of receipt from any other Accredited Digital Capability Provider it must follow the retry protocol outlined in the Implementation Guide published by the Council.

### **7.3 Digital Capability Publisher Processing**

The Digital Capability Publisher Provider must ensure that its Digital Capability Publisher Service:

- (a) publishes Client registrations within two (2) Business Days of receipt of a request to register;
- (b) do not preclude a Council Accredited Access Point Provider acting on behalf of its Clients to create, delete or update the Client's record; and
- (c) adheres to the interoperability standards detailed in the Implementation Guide published by the Council.



#### **7.4 Messaging Service Infrastructure and Security Protocols**

The Digital Capability Publisher Provider must comply with the most recent Messaging services infrastructure and security protocols as set out in the Implementation Guide published by the Council.

#### **7.5 Problem and Error Management**

- (a) The Digital Capability Publisher Provider must comply with all applicable error management protocols and procedures set out in the Implementation Guide, including technical retry processes and procedures.
- (b) If, when the Digital Capability Publisher Provider has sent another Accredited Participant a Message and a success notification is not achieved within the timeframe set out in Schedule 2 after sending the original Message and all retry protocols have been exhausted, as set out in the Implementation Guide the Digital Capability Publisher Provider must notify this issue to the Client on whose behalf the original Message was sent.

#### **7.6 Service Support**

- (a) The Digital Capability Publisher Provider's infrastructure and support arrangements for their Access Point must meet the availability requirements set out in clause 7.2 of this Agreement.
- (b) The Digital Capability Publisher Provider must ensure that it has a nominated Service Point Contact to maintain its Digital Capability Publisher Provider Contact with the Council.

#### **7.7 Contingency and Cooperation**

The Digital Capability Publisher Provider must cooperate with other Participants in resolving any processing difficulty including due to or during a Contingency. To the extent that this cooperation does not adversely affect its own processing environment, a Digital Capability Publisher Provider receiving a request for assistance from another Participant may not unreasonably withhold that assistance.

### **8 Disconnections and Portability**

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#### **8.1 Notice of Disconnection required**

Before the Digital Capability Publisher Provider may be permitted to, or may implement, any disconnection of its connectivity or systems to its Access Point and maintain its Accreditation under the Framework, provide no less than fifteen (15) Business Days prior written notice to the Client of the disconnection.

#### **8.2 Revocation of Accreditation if Notice of Disconnection not provided**

Where the Digital Capability Publisher Provider does not provide the relevant accredited Service Providers and the Council with a notice of disconnection as required by clause 8.1, the Council may revoke the Digital Capability Publisher Provider's Accreditation to participate under the Framework.



### 8.3 Portability

Where a Client of the Digital Capability Publisher Provider (**Exiting Digital Capability Publisher Provider**) has notified in writing another Accredited Digital Capability Publisher Provider (**New Digital Capability Publisher Provider**) that it wishes to migrate to the New Digital Capability Publisher Provider:

- (a) the responsibility to ensure that the migration of the Digital Capability Publisher Provider Services is attained successfully rests with the New Digital Capability Publisher Provider;
- (b) the New Digital Capability Publisher Provider should facilitate and coordinate all activities relating to the migration of the Digital Capability Publisher Provider Services with the Exiting Digital Capability Publisher Provider and other relevant Participants;
- (c) the Exiting Digital Capability Publisher Provider must cooperate in achieving the transfer of the Digital Capability Publisher Provider Services, unless the Exiting Digital Capability Publisher Provider is bound by pre-existing contractual arrangements with the Client that prevent it from doing so;
- (d) where clause 8.3(c) applies the Exiting Digital Capability Publisher Provider must notify the Council in writing of this issue; and
- (e) the New Digital Capability Publisher Provider must follow the technical requirements in the Implementation Guide in relation to the migration.

## 9 Costs and Charges

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- (a) The Digital Capability Publisher Provider must;
  - (i) pay the Accreditation Fee specified in clause 3.1 3.1(d);
  - (ii) bear its own development and operation costs relating to its own data systems and procedures as required to fulfil its obligations under this Agreement;
  - (iii) not charge the Council for any service whatsoever, unless specifically agreed in a separate agreement;
  - (iv) not charge an Access Point Provider for accessing or updating data from the Digital Capability Publisher;
  - (v) not charge an Access Point Provider for services related to connection, setup, testing, conversions, development or implementation of the Digital Capability Publisher Provider Services; and
  - (vi) not charge for registration, editing or deleting information in the Digital Capability Locator.
- (b) The Digital Capability Publisher Provider may freely and independently determine the pricing it charges to its Clients for the services it provides to a Client.

## 10 Goods and Services Tax (GST)

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### 10.1 Recovery of GST

If one Party (**Supplying Party**) makes a taxable supply and the consideration for that supply does not expressly include GST, the Party that is liable to provide the GST-exclusive consideration (**Receiving Party**) must also pay an amount (**GST amount**) equal to the GST payable in respect of that supply.

### 10.2 Time for payment of GST amount

Subject to first receiving a tax invoice or adjustment note as appropriate, the Receiving Party must pay the GST amount when it is liable to provide the GST-exclusive consideration.

### 10.3 Indemnity and reimbursement payments

If one Party must indemnify or reimburse another Party (**Payee**) for any loss or expense incurred by the Payee, the required payment does not include any amount which the Payee (or an entity that is in the same GST group as the Payee) is entitled to claim as an input tax credit or would have been entitled to claim as an input tax credit had the other Party registered for GST if it was required or entitled to do so, but will be increased under clause 10.1 if the payment is consideration for a taxable supply.

### 10.4 Adjustment events

If an adjustment event arises in respect of a taxable supply made by a Supplying Party, the GST amount payable by the Receiving Party under 10.1 will be recalculated to reflect the adjustment event and a payment will be made by the Receiving Party to the Supplying Party, or by the Supplying Party to the Receiving Party, as the case requires.

### 10.5 Time limit on payment of the GST amount

A Receiving Party is not required to pay the GST amount referred to in 10.1 unless it has received a tax invoice in respect of the supply (or, if section 156-5(1) of the GST Act applies to the supply, the periodic or progressive component of the supply) from the Supplying Party within three years and 11 months after the end of:

- (a) the first calendar month in which any of the GST-exclusive consideration for the supply (or the periodic or progressive component of the supply) is provided; or
- (b) if an invoice is issued prior to the provision of any of the GST-exclusive consideration for the supply (or the periodic or progressive component of the supply), the calendar month in which the invoice is issued.

## 11 Subcontracting

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The Digital Capability Publisher Provider remains responsible for any Digital Capability Publisher Provider Services subcontracted by it.

## **12 Data Ownership and Management**

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### **12.1 Data owned by Client**

The Parties acknowledge that all data including the registration and capability data in the Digital Capability Publisher Provider Service is owned by the Client. In particular and without limiting the preceding sentence, the Digital Capability Publisher Provider must ensure that the Client has given its acceptance to publish the Client's metadata to both the Digital Capability Publisher Provider and the Digital Capability Locator. If the registration is done by a third party and not the Digital Capability Publisher Provider who has the commercial arrangement with the Client, the Digital Capability Publisher Provider must ensure it is able to provide evidence of any transfer of responsibility.

### **12.2 Client's permission to publish data for infrastructure operation only**

The Digital Capability Publisher Provider must ensure that it has its Client's written approval prior to disclosing or publishing the Client's data or information. The Digital Capability Publisher Provider may distribute information about a Client or Participant only to the extent required for operation of the infrastructure.

### **12.3 Data Retention**

Client data held by the Digital Capability Publisher Provider or anyone acting on its behalf must be kept for at least two (2) years or for the period of time prescribed by any applicable Law.

### **12.4 Updates of metadata**

If a Client's or a Participant's metadata is updated, the third party requesting the update must maintain an audit trail of the authorisation by the Client or Participant to carry out the update. The authorisation may be obtained by email.

[If Clients are able to update their own metadata, the Access Point Provider's usual security requirements and associated logs will be sufficient audit trail to [satisfy] the requirements of this sub-clause.]

## **13 Confidentiality and Privacy**

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### **13.1 Confidentiality Obligations**

The Parties:

- (a) must keep confidential any data, documents or other material that they have received from the other Party or otherwise in relation to the execution of their responsibilities and services under this Agreement which are Confidential Information;
- (b) must only use or reproduce the other Party's Confidential Information for the purposes of this Agreement; and
- (c) must take all steps reasonably necessary to:
  - (i) maintain the confidentiality of the other Party's Confidential Information;

- (ii) ensure that any person who has access to Confidential Information of the other Party through it or on its behalf does not use, reproduce or disclose that Confidential Information other than in accordance with this Agreement; and
- (iii) enforce the confidentiality obligations imposed or required to be imposed by this Agreement, including diligently prosecuting at its cost any breach or threatened breach of such confidentiality obligations by a person to whom it has disclosed Confidential Information of another Party.

## **13.2 Disclosure of Confidential Information**

Each Party who receives Confidential Information of the other Party may not disclose that Confidential Information to any person except:

- (a) to its Personnel who need to know the Confidential Information for the purposes of this Agreement and subject to the receiving Party taking reasonable steps to ensure that any such Personnel are fully aware of the confidential nature of the Confidential Information of the disclosing Party before the disclosure is made;
- (b) as required to be disclosed by Law or the listing rules of any stock exchange where the receiving Party's securities are listed or quoted;
- (c) if the disclosing Party has given its consent to the disclosure or use; or
- (d) as expressly permitted by this Agreement.

## **13.3 A Party may Disclose the existence of service contracts**

For the avoidance of doubt, a Party may disclose information related to the existence of Digital Capability Publisher service contracts within their Domain of Responsibility.

## **13.4 Injunctive relief**

In addition to other remedies, a Party may seek injunctive relief for breach or threatened breach of the other Party's obligations of confidentiality under this Agreement.

## **13.5 Privacy**

The Parties must protect the personal data they receive, collect and process according to the requirements of the Privacy Laws and any guidelines issued by the Council.

## **13.6 Survival**

The obligations of confidentiality and privacy in this clause 13 survive termination of this Agreement.

# **14 Logging**

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## **14.1 Requirement to keep logs**

The Digital Capability Publisher Provider must log all registration, editing or deletion of entries in the Digital Capability Publisher for reporting requirements to the Council. These logs must be kept for at least two (2) years or for the period of time prescribed by any applicable Law.

## **14.2 Requirement to give Council access to logs**

The Digital Capability Publisher Provider must, on request from the Council, give access to relevant data from the logs to the Council, provided the data is not subject to a duty of confidentiality, in which case the prior written consent of the Client or other data owner must be obtained.

## **15 Suspension and Revocation of Services**

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### **15.1 Council may issue Warning Note**

If the Digital Capability Publisher Provider does not fulfil its responsibilities and obligations under this Agreement (including the Framework, Implementation Guide, Schedules and Binding Implementation Note) or if fraud, spam or other misconduct by the Digital Capability Publisher Provider are identified the Council may issue a Warning Note to the Digital Capability Publisher Provider specifying the nature of the problem or issue, the actions required to rectify the issue, the timeframe in which the Digital Capability Publisher Provider is to rectify the problem or issue and the consequences of not rectifying the issue within the timeframe indicated.

### **15.2 Suspension**

If the problem or issue is not rectified by the Digital Capability Publisher Provider within the timeframe and in accordance with the requirements specified in the Warning Notice the Council may suspend the Digital Capability Publisher Provider from participating in the Framework. During suspension, the Digital Capability Publisher Provider cannot engage in any Digital Capability Publisher transactions under the Framework.

### **15.3 Revocation**

If the problem or issue is serious or persistent and it is not rectified by the Digital Capability Publisher Provider within the timeframe and in accordance with the requirements specified in the Warning Notice the Council may take action under clause 20.2.

### **15.4 Data to be Available for Migration to other Digital Capability Publisher Providers**

The Digital Capability Publisher Provider must ensure all data related to Participants that may need to be migrated in order to transfer the Digital Capability Publisher Provider Service to another Digital Capability Publisher Provider are in a format capable of being processed automatically by another Digital Capability Publisher Provider. Upon notification by the Council that the Digital Capability Publisher Providers Accreditation will be suspended or revoked in accordance with this clause 15, a copy of this data in the appropriate format must promptly be provided to the Council for transfer to another Digital Capability Publisher Provider in order to continue the offering of services to the Participants.

### **15.5 Publishing Information about Suspension or Revocation**

The Council may publish the details of a suspension or revocation of the Digital Capability Publisher Provider on the Council's Website.

## 16 Liability

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### 16.1 Mutual indemnities

Each Party (**Indemnifying Party**) indemnifies the other Party (**Indemnified Party**) and its Personnel (together **Indemnified Persons**) against all Loss suffered or incurred by the Indemnified Persons arising in connection with:

- (a) any fraudulent or unlawful act or omission of the Indemnifying Party or its Personnel;
- (b) any damage to real or personal property caused or contributed to by any act or omission of the Indemnifying Party or its Personnel;
- (c) any breach of confidentiality and privacy obligations by the Indemnifying Party or its Personnel; or
- (d) any Claim by a third party that use of any material accordance with this Agreement infringes the Intellectual Property Rights of that third party;

except to the extent that the Loss is directly attributable to the negligence or wrongful act or omission of the Indemnified Person.

### 16.2 Exclusion of Consequential Loss

- (a) Subject to subclause 16.3 a Party is not liable for any Loss suffered or incurred by the other Party in connection with a breach of this Agreement by the first Party that does not arise naturally (that is, according to the usual course of things) from that breach including loss of opportunity, income or profits (**Consequential Loss**).
- (b) The Parties acknowledge that the following are not Consequential Loss:
  - (i) costs of assessing or remedying a Defect or a breach of this Agreement;
  - (ii) costs of undertaking workarounds or other steps to mitigate the effects of a Defect or breach of this Agreement;
  - (iii) costs of notifying, communicating or compensating Clients or other third parties affected by a Defect or a breach of this Agreement;
  - (iv) costs of recovering or recreating data or records which have been lost, destroyed, deleted or corrupted as a result of a Defect or breach of this Agreement; or
  - (v) fines or penalties resulting from any breach of Law as a result of a breach of this Agreement by the Digital Capability Publisher Provider.

### 16.3 Exceptions

The limitations and exclusions in clause 16.22 do not apply to a Party's liability for Loss suffered or incurred by the other Party in respect of:

- (a) fraud or other unlawful acts;
- (b) damage to real or personal property;
- (c) breach of an obligation of confidentiality under this Agreement; and
- (d) breach of an obligation of privacy under this Agreement.

## 17 Audit

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On the Council's written request, the Digital Capability Publisher Provider must allow the Council or an independent third Party nominated by the Council (each an **Auditor**) to verify the Digital Capability Publisher Provider's compliance with the requirements of clauses 3, 5, 6, 7, and 8 of this Agreement in order to verify and if necessary audit the Digital Capability Publisher Provider's compliance with this Agreement. In relation to those audits:

- (a) the Council may request audits at its discretion;
- (b) the Council will not request an audit more than once in any 12 month period, unless an audit occurring in the preceding 12 month period identified a material non-conformance;
- (c) the Council will give at least 10 Business Days' notice of any audit unless it reasonably suspects there is a serious non-compliance in which case it may require an audit on one (1) Business Day notice;
- (d) where there is demonstrable cause for the audit, the Digital Capability Publisher Provider must reimburse the Council's reasonable costs of the audit;
- (e) the Digital Capability Publisher Provider must provide, and must ensure that its Personnel provide, the Auditor the full records relating to the subject matter of the audit];
- (f) the Digital Capability Publisher Provider is not required to disclose any information that:
  - (i) if disclosed, would result in the Digital Capability Publisher Provider being in breach of its confidentiality obligations to any person; or
  - (ii) relates to the Digital Capability Publisher Provider's profit margins;
- (g) the Digital Capability Publisher Provider must provide reasonable co-operation, information and assistance to the Auditor in connection with an audit; and
- (h) if a subcontractor or Related Body Corporate of the Digital Capability Publisher Provider is involved in the provision of the Digital Capability Publisher services or the performance of the Digital Capability Publisher Provider's other obligations under this Agreement or under the Framework, then the Digital Capability Publisher Provider must require that person to provide access to its applicable information consistent with this clause 17.



## 18 Force Majeure

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- (i) A Party will not be liable for any failure or delay in the performance of its obligations under this Agreement (other than any obligations in relation to business continuity, back-up or disaster recovery) to the extent that the failure or delay is caused, directly or indirectly, by a Force Majeure Event, provided:
  - (i) the failure or delay could not have been prevented by reasonable precautions, or could not have reasonably been circumvented by that Party by means of alternate sources, workarounds or other means;
  - (ii) that Party promptly advises the other Party of the details of the Force Majeure Event, and its likely effect on its obligations under this Agreement; and
  - (iii) that Party takes all steps reasonably necessary to recommence performance and minimise the delay caused by the Force Majeure Event.
- (j) If any Force Majeure Event has the result that the Digital Capability Publisher Provider is not able to provide Digital Capability Publisher services, no fees or charges will be payable in respect of those services.
- (k) If the Force Majeure Event continues for thirty (30) Business Days, the Party not affected may terminate this Agreement by giving a ten (10) Business Days written notice to other Party.

## 19 Dispute Resolution

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### 19.1 Dispute Notice required

If either Party considers that a dispute has arisen in connection with this Agreement (**Dispute**), it may issue a notice to the other Party, setting out reasonable details of the Dispute (**Dispute Notice**).

### 19.2 Good Faith First Level Discussions

After a Dispute Notice has been issued:

- (a) the Parties must promptly hold good faith discussions between the Digital Capability Publisher Provider representative (or its nominee) and the Council representative (or its nominee), to attempt to resolve the Dispute (**First Level Discussions**); and
- (b) each Party must provide the other Party with information relating to the Dispute which is appropriate in connection with its resolution.

### 19.3 Good Faith Second Level Discussions

If the Dispute has not been resolved within twenty (20) Business Days after the First Level Discussions started, the parties must each nominate a senior representative who must hold good faith discussions to attempt to resolve the Dispute (**Second Level Discussions**).



## **19.4 Mediation**

If the Dispute has not been resolved within (20) Business Days after the Second Level Discussions started (**Second Level Discussions Period**) the Dispute is by this clause submitted to mediation. The mediation must be conducted at Canberra in the Australian Capital Territory. The Institute of Arbitrators and Mediators Australia Mediation and Conciliation Rules (at the date of this Agreement) as amended by this clause 19 apply to the mediation, except where they conflict with this clause 19.

## **19.5 Failure to agree Mediator or Mediator's remuneration**

If the Parties have not agreed upon the mediator and the mediator's remuneration within (5) Business Days after the end of the Second Level Discussions Period:

- (a) the mediator is the person appointed by; and
- (b) the remuneration of the mediator is the amount or rate determined by;

the Chair of the Australian Capital Territory Chapter of the Institute of Arbitrators and Mediators Australia (**Principal Appointor**) or the Principal Appointor's nominee, acting on the request of any Party to the Dispute.

## **19.6 Costs of Mediation**

The Parties must pay the mediator's remuneration in equal shares. Each Party must pay its own costs of the mediation.

## **19.7 Requirement to continue to fulfil obligations**

Until resolution of a Dispute, the Parties will continue to perform their respective obligations under this Agreement.

## **19.8 Legal Proceedings not to be commenced**

A Party must not commence legal proceedings other than for urgent injunctive or declaratory relief in relation to any Dispute unless the dispute resolution procedures set out in this clause 19 have been followed.

# **20 Termination**

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## **20.1 Termination by three month notice**

This Agreement continues in force until terminated by one of the Parties giving the other Party three (3) months written notice.

## **20.2 Termination for Cause**

- (a) A Party may terminate this Agreement immediately by written notice if the other Party:
  - (i) commits a material breach of any of the following provisions of this Agreement that is capable of remedy, which is not remedied within twenty (20) Business Days after receipt of written notice of the breach:
    - (A) clause 3 (Eligibility) ;
    - (B) clause 5 (Testing);

- (C) clause 6 (Digital Capability Publisher Provider Obligations);
  - (D) clause 7 (Digital Capability Publisher Provider Interoperability);
  - (E) clause 8 (Disconnections and Portability);
  - (F) clause 9 (Costs and Charges);
  - (G) clause 13 (Confidentiality and Privacy);
  - (H) clause 14 (Logging);
  - (I) clause 15 (Suspension and Revocation of Services);
  - (J) clause 16 (Liability); and
  - (K) clause 17 (Audit);
- (ii) commits a material breach of any of the clauses set out in clause 20.2(a)(i) above this Agreement that is not capable of remedy; or
  - (iii) suffers an Insolvency Event;

### **20.3 Consequences of Termination**

- (a) The Parties are obliged to inform third parties that are affected by the termination of this Agreement that this Agreement has been terminated by the giving of a written notice.
- (b) The Access Point Provider will immediately cease use of the Council's logo and name.
- (c) If a termination notice is given, the Parties must amicably negotiate in good faith on the procedures relating to the ending of the cooperation under this Agreement, in order to avoid any unnecessary disturbances in Client relationships.

## **21 Notices**

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### **21.1 Form of Notice**

Any demand, notice, consent, approval or other communication under this Agreement may be made or given by a Party or the solicitor for that Party provided that it:

- (a) is in legible writing, in English and addressed to the intended recipient; and
- (b) is signed by the sender (if an individual) or by an authorised representative of the sender; and
- (c) is given to the addressee by:
  - (i) delivery in person; or
  - (ii) post to, or leaving at, that Party's address for service; or
  - (iii) sending by email to the Party's email address; and
- (d) is regarded as being given by the sender and received by the addressee:

- (i) if by delivery in person or by being left at the party's address for service, upon delivery;
- (ii) if by post, three (3) Business Days from and including the date of posting by ordinary prepaid post in respect of an address for service within the Commonwealth of Australia and twenty one (21) Business Days in respect of other any address; or
- (iii) if by email, when legibly received by the addressee, with receipt being evidenced by sending;

but if the delivery or receipt occurs on a day which is not a Business Day or at a time after 5.00 pm (both the day and time being in the place of receipt) it is regarded as having been received at 9.00am on the next following Business Day.

## **21.2 Address for service**

- (a) For the purposes of this clause 21, a Party's address for service shall be:
  - (i) if subclause (b) does not apply, the party's postal address, fax number or email address (if any) set out at the start of this Agreement; or
  - (ii) if that Party has notified the sender of a change of postal address, changed email address, the address, email address last so notified.
- (b) If the Party is a company, it shall also include its registered office.

## **22 Assignment**

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The Digital Capability Publisher Provider must not assign, novate or otherwise transfer any of its rights or obligations arising out of or under this Agreement to another person without the Council's prior written approval (which will not be unreasonably withheld).

## **23 Amendment**

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Any amendments to this Agreement must be in writing and will have no effect unless signed by the duly authorised representatives of the Parties.

## **24 Relationship of the Parties**

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- (a) The Parties must not represent themselves, and must ensure that their officers, employees, agents and subcontractors do not represent themselves, as being an officer, employee, partner or agent of the other Party, or as otherwise able to bind or represent the other Party.
- (b) This Agreement does not create a relationship of employment, agency or partnership between the Parties.

## **25 Governing Law and Jurisdiction**

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### **25.1 Governing Law**

This Agreement will be interpreted under and is governed by the Laws of the Australian Capital Territory.

## **25.2 Jurisdiction**

Each Party irrevocably submits to the non-exclusive jurisdiction of the courts exercising jurisdiction in the Australian Capital Territory and courts of appeal from them in respect of any proceedings arising in connection with this Agreement.

## **26 Counterparts**

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This Agreement may be executed in any number of counterparts which, when taken together, constitute one instrument.

## Execution Page

**EXECUTED** as an Agreement on the \_\_\_\_\_ day of \_\_\_\_\_ 2016

**EXECUTED by [Digital Business Council]** in  
accordance with section 127(1) of the Corporations Act  
2001

\_\_\_\_\_  
Signature of Director

\_\_\_\_\_  
Signature of Director / Company Secretary  
(delete as applicable)

\_\_\_\_\_  
Name \_\_\_\_\_ of \_\_\_\_\_ Director  
(Please print)

\_\_\_\_\_  
Name of Director / Company Secretary  
(Please print)

**EXECUTED by**  
in accordance with section 127(1) of the Corporations Act 2001

\_\_\_\_\_  
Signature of Director

\_\_\_\_\_  
Signature of Director / Company Secretary  
(delete as applicable)

\_\_\_\_\_  
Name \_\_\_\_\_ of \_\_\_\_\_ Director  
(Please print)

\_\_\_\_\_  
Name of Director / Company Secretary  
(Please print)

**EXECUTED by**  
trading as

**ABN**

Signature

Signature of Witness

Name  
(Please print)

Name of Witness

**EXECUTED by the**  
by its partners

Signature of Partner

Signature of Witness

Name of Partner  
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Name of Witness

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## Schedule 1: Digital Capability Publisher Provider Accreditation Process

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Described below are the steps a candidate Service Provider must follow to obtain the Digital Business Council's (Council) accreditation. It should be noted that the testing required for this process is essentially a 'self-testing' exercise that is expected to be conducted by the candidate Service Provider. The candidate Service Provider is expected to store and upload the test results to the Council's website for review and assessment. Outlined below is a detailed description of each step a potential Service Provider needs to perform/undergo to be accredited by the Council.

### ***Step 1 - Download the testing resources from the Council's website.***

The candidate Service Provider must download all the relevant testing resources published on the Council's website. These documents will outline the testing requirements and instructions for recording the test results.

### ***Step 2 - Test the solution against the testing requirements and record test results.***

The necessary test cases must be developed by the candidate Service Provider on the basis of the test assertions provided. The candidate Service Provider is expected to 'self-test' their solution thoroughly against the test assertions. The candidate Service Provider will be expected to conduct testing exercises with testing partners (i.e. other Service Providers) and these testing partners will be determined by the Council (based on a roster).

### ***Step 3 - Upload the test results, fit and proper person's declaration and the agreement(s) to the Council's website.***

Upon the completion of the 'self-testing' exercise of its solution and recording the test results in the required format, the candidate Service Provider is required to upload the test results to the Council's website (as per the instructions provided on the website). The candidate Service Provider must also sign and upload the relevant agreement(s) and the fit and proper person's declaration (as required by the relevant clause(s) in the Service Provider agreement(s)).

### ***Step 4 - Notification by the Council.***

The Council will provide a notification to the candidate Service Provider with either a confirmation of successful accreditation or a request for more information following its assessment of the candidate Service Provider's application.

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## Schedule 2: Service Level Agreements

Providers are encouraged to indicate their service levels for information purposes. Providers can choose to provide from one of the three levels service i.e. Bronze, Silver, or Gold. The following tables outline the examples of service level requirements within each tier of service.

No.	Service Level	Description	Bronze Standard	Silver Standard	Gold Standard
1.	Availability	DCP Availability	98.5% (06:00 to 21:00)  94.0% (remaining period)	98.5% (all day)  94.0% (remaining period)	99.95% (Mon to Fri)  (7 days per week)
2.	Response Times	Maximum DCP response time to capability record API lookup requests	(120) seconds	(20) seconds	(4) seconds
3.	Incident Response	Response time for incidents	(3) business days	(1) working day	(1) hour (at any time of day)
4.	Incident resolution time reporting	Monthly report of resolution time of incidents (open and closed)	n/a	n/a	(1) report per month
5.	Critical incident	Maximum threshold for incident	(50) business	(30) business days	(2) working days

No.	Service Level	Description	Bronze Standard	Silver Standard	Gold Standard
	resolution time	resolution	days		
6.	Additional service levels	Adherence to the recommended service levels	None	None	All additional service levels

The Digital Capability Publisher Provider can choose to provide from one of the three levels service i.e. Bronze, Silver, or Gold.

The following tables outline the service level requirements within each tier of service.

## Digital Capability Publisher Service Levels (Bronze Standard)

No.	Service	Description	Clause	Requirement	Notes
1.	Availability	DCP Availability	7.2(a)	1. DCP must be available on average: <ul style="list-style-type: none"> <li>98.5% of the time from Monday – Friday from 6:00 to 21:00 (AEST/AEDST)</li> <li>94.0% of the remaining period.</li> </ul>	
2.	Response Times	DCP Provider Response Time.	7.2 (c) 7.5 (b)	A DCP must respond via API lookup requests within a maximum of one hundred and twenty (120) seconds after having received the message.	
3.	Incident Response	Response time for reported incidents.	n/a	1. Any incident reported to the DCP Provider Contact must be responded to within three (3) Business Days.  2. DCP Provider must maintain a mailing list for subscription to the service messages (e.g. service windows).	

No.	Service	Description	Clause	Requirement	Notes
4.	Incident resolution time reporting	Maximum threshold for incident resolution to maintain status	n/a	The Council must be provided with a list of open and closed incidents that impact service operation and the number of days each incident has been open or, where closed, the number of days taken to resolve it. Data must be aggregated and/or anonymous so as not to identify a particular client or customer.	This would be only to check the below requirement.
5.	Maximum incident resolution time	To ensure the capability of the provider is mature	n/a	An incident's resolution time must not exceed (50) days.	This check could be could be automated in an upload of this data.

## Exceptions

A DCP Provider does not have to fulfil this service level (Bronze Standard) in the following situations:

1. The DCP Provider is under a denial of service (DoS) attack; or
2. Special conditions apply and the Council has approved lowering the service levels for a specific time period and under specific conditions.

Regardless of the situation, the DCP Provider must always document the reasons for not fulfilling the service levels.

## Digital Capability Publisher Service Levels (Silver Standard)

No.	Service	Description	Clause	Requirement	Notes
1.	Availability	DCP Availability.	7.2(a)	DCP must be available on average: <ul style="list-style-type: none"> <li>98.5% of the time from Monday – Friday.</li> <li>94.0% of the remaining period.</li> </ul>	The figures used in the requirement for this service are for illustration purposes only.
2.	Response Times	DCP Provider Response Time.	7.2 (c) 7.5 (b)	A DCP must respond via API lookup requests within a maximum of twenty (20) seconds after having received the message.	The figures used in the requirement for this service are for illustration purposes only.
3.	Incident Response	Response time for reported incidents.	n/a	1. Any incident reported to the DCP Provider Contact must be responded to within one (1) working day.  2. DCP Provider must maintain a mailing list for subscription to the service messages (e.g. service windows).	The figures used in the requirement for this service are for illustration purposes only.
4.	Incident	Maximum threshold	n/a	The Council must be provided with a list of open and	This would be only to check

No.	Service	Description	Clause	Requirement	Notes
	resolution time reporting.	for incident resolution to maintain status.		closed incidents that impact service operation and the number of days each incident has been open or, where closed, the number of days taken to resolve it. Data must be aggregated and/or anonymous so as not to identify a particular client or customer.	the below requirement.
5.	Maximum incident resolution time.	To ensure the capability of the provider is mature.	n/a	An incident's resolution time must not exceed 30 business days or Silver status will be revoked by the Council and the provider be downgraded to Bronze status.	This check could be could be automated in an upload of this data.

## Exceptions

A DCP Provider does not have to fulfil this service level (Silver Standard) in the following situations:

1. The DCP Provider is under a denial of service (DoS) attack; or
2. Special conditions apply and the Council has approved lowering the service levels for a specific time period and under specific conditions.

Regardless of the situation, the DCP Provider must always document the reasons for not fulfilling the service levels.

## Digital Capability Publisher Service Levels (Gold Standard)

No.	Service	Description	Clause	Requirement	Notes
1.	Availability	DCP Availability	7.2(a)	DCP must be available on average: <ul style="list-style-type: none"> <li>99.95% of the time (7 days per week).</li> </ul>	The figures used in the requirement for this service are for illustration purposes only.
2.	Response Times	DCP Provider Response Time.	7.2 (c) 7.5 (b)	A DCP must respond via API lookup requests within a maximum of four (4) seconds after having received the message.	The figures used in the requirement for this service are for illustration purposes only.
3.	Incident Response	Response time for reported incidents.	n/a	1. Any incident reported to the DCP Provider Contact must be responded to within four (4) hours, irrespective of the time of day the incident was reported.  2. DCP Provider must maintain a mailing list for subscription to the service messages (e.g. service windows).	The figures used in the requirement for this service are for illustration purposes only.

No.	Service	Description	Clause	Requirement	Notes
4.	Additional Service Levels.	Mandatory requirements for Gold.	n/a	At least two of the additional service levels must be adhered to, at the discretion of the service provider.	
5.	Incident resolution time reporting.	Maximum threshold for incident resolution to maintain status.	n/a	The Council must be provided with a list of open and closed incidents that impact service operation and the number of days each incident has been open or, where closed, the number of days taken to resolve it. Data must be aggregated and/or anonymous so as not to identify a particular client or customer.	This would be only to check the below requirement.
6.	Maximum incident resolution time.	To ensure the capability of the provider is mature.	n/a	An incident's resolution time must not exceed (2) working days in the Incident resolution time report or Gold status will be revoked by the Council and the provider downgraded to Silver status.	This check could be could be automated in an upload of this data.



## Exceptions

A DCP Provider does not have to fulfil this service level (gold standard) in the following situations:

1. The DCP Provider is under a denial of service (DoS) attack; or
2. Special conditions apply and the Council has approved lowering the service levels for a specific time period and under specific conditions.

Regardless of the situation, the DCP Provider must always document the reasons for not fulfilling the service levels.

## Digital Capability Publisher Additional Services

This is a list of additional services that a Digital Capability Publisher (DCP) Provider could provide in addition to the service it offers. These should appear on the DCP Provider's 'profile page/section' on the Council's website.

No.	Service	Description	Clause	Requirement	Notes
1.	BCP	Business Continuity Plan.	n/a	There should be an option for the DCP Provider to list its ability of providing a Business Continuity Plan whilst creating/updating their profile on the Council's website.	This is an additional service that a DCP Provider can choose to deliver and hence should be able to be displayed on the Provider's profile on the Council's website.
2.	DRP	Disaster Recovery Plan.	n/a	There should be an option for the DCP Provider to list its ability of providing a 'Disaster Recovery Plan' whilst creating/updating their profile on the Council's website.	This is an additional service that a DCP Provider can choose to deliver and hence should be able to be displayed on the Provider's profile on the Council's website.
3.	Disconnections Notice	This is a disconnection notice provided to the Council.	8	There should be an option for the DCP Provider to list its ability to provide a 'disconnection notice' on	Disconnection notice is the timeframe given by a DCP Provider to its Client prior to

No.	Service	Description	Clause	Requirement	Notes
				its profile on the Council's website.	disconnecting its services. E.g. 'Disconnection notice = 20 business days'.
4.	Known Error Database	A database containing all incidents or problems documenting the root cause and possible workaround(s) available to its clients.	n/a	There should be an option for the DCP Provider to list its ability of providing a Known Error Database (that also contains a list of workarounds) whilst creating/updating their profile on the Council's website.	It is not envisaged this would be available publicly, but only to the clients of the Service Provider.
5.	Incident/Problem Database	A database containing all incidents and/or problems available to its clients.	n/a	There should be an option for the DCP Provider to list its ability of providing a Problem/Incident database whilst creating/updating their profile on the Council's website.	It is not envisaged this would be available publicly, but only to the clients of the Service Provider.

No.	Service	Description	Clause	Requirement	Notes
6.	Performance Dashboard	A public facing web page containing performance of the service against the Council's service levels.	n/a	There should be an option for the DCP Provider to list its ability of providing a performance dashboard whilst creating/updating their profile on the Council's website.	
7.	User Acceptance Test (UAT) environment	An environment where dummy message exchanges can be simulated by a client's software or for use by another access point.	n/a	There should be an option for the DCP Provider to list its ability of providing a UAT environment whilst creating/updating their profile on the Council's website.	

## Schedule 3: Digital Capability Publisher Test Assertions

This schedule describes the test assertions for the Digital Business Council's (Council) Digital Capability Publisher service provider that has adopted for the Council's Interoperability Framework. More specifically, the Digital Capability Publisher is defined in the Implementation Guide released by the Technical Working Group and is based on the Service Metadata Publisher (SMP) specification originally developed by PEPPOL and generalized and standardized by OASIS. The purpose of the test assertions is to focus on what is expected from the implementation.

The key terms used in this test assertion description are taken from the respective implementation guides. The intended audience are candidate service providers engaged in verifying conformance to the Council's published specifications.

Entity	Description
Digital Capability Publisher (DCP)	The Capability Publisher hosts metadata for each participant ID at a predefined URI. The DCP specification defines an XML based service metadata model and a REST binding to retrieve the service metadata.
Sender	An entity that uses the URI in a HTTP GET operation to retrieve the service metadata.
Recipient	An entity that receives the Business Document containing the requested metadata.

## Messaging Model

The Digital Capability Publisher (DCP) stores metadata, which is essential in routing of documents received from a sender to the correct recipient. This metadata is a combination of information on the end entity or recipient (its identifier, supported business documents and processes in which it accepts those documents) and the Access Point (metadata which includes technical configuration information on the receiving endpoint, such as the transport protocol and its digital address).

## Definitions

Term	Description
HTTP header fields	Components of the header section of request and response messages in the Hypertext Transfer Protocol (HTTP). They define the operating parameters

Term	Description
	of an HTTP transaction. Each header field consists of a case-insensitive field name followed by a colon (:), optional leading whitespace, the field value, and optional trailing whitespace.

## Abbreviations

Abbreviation	Description
DCP	Digital Capability Publisher
REST	Representational State Transfer
URI	Uniform Resource Identifier
BDXL	Business Document Metadata Service Location protocol

## Notes

More information can be found in the following sources:

Digital Capability Publisher Implementation Guide	<a href="http://digitalbusinesscouncil.com.au/software-and-service-providers">http://digitalbusinesscouncil.com.au/software-and-service-providers</a>
OASIS SMP specifications	<a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a>
PEPPOL SMP test cases	<a href="https://joinup.ec.europa.eu/svn/cipaedelivery/trunk/test/TestCases/e-Delivery-SMP.xls">https://joinup.ec.europa.eu/svn/cipaedelivery/trunk/test/TestCases/e-Delivery-SMP.xls</a>
[HTTP 1.1] specification	<a href="http://www.w3.org/Protocols/rfc2616/rfc2616.html">http://www.w3.org/Protocols/rfc2616/rfc2616.html</a>
[XML 1.0] specification	<a href="http://www.w3.org/TR/xml">http://www.w3.org/TR/xml</a>
[Unicode] specification	<a href="http://www.unicode.org/versions/Unicode7.0.0/">http://www.unicode.org/versions/Unicode7.0.0/</a>
[XML-DSIGv1.1]	<a href="https://www.w3.org/TR/xmlsig-core1/">https://www.w3.org/TR/xmlsig-core1/</a>

## Digital Capability Publisher Test Assertions

TA Id	DCP_TA01
Requirement	<p>If the sender performs a service metadata request, it receives a response containing the URI and other properties of the recipient.</p> <p>For further information please refer to sections 7.1, 7.2, 7.3, 7.4 and 7.5 in the Digital Capability Publisher Implementation guide published on the Council's website.</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p>
Target	DCP – Service Metadata
Prerequisite	<ul style="list-style-type: none"> <li>➤ The sender sends a ServiceMetadata request to a DCP.</li> <li>➤ The expected status code in the response is 200.</li> <li>➤ The URI is constructed such as :/{identifier scheme}::{id}</li> </ul>
Expected Result	<p>The sender receives a response from the DCP which contains a Service Metadata entity that holds all of the metadata about a Service.</p> <p>For further information please refer to sections 2.3.4, 2.3.4.2, 2.3.5 and Appendix C.2 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Prescription Level	Mandatory
Tag	DCP, Service Metadata
Variable	N/A

TA Id	DCP_TA02
Requirement	<p>If the sender performs a service group request, he receives a response containing a ServiceGroup entity, which holds a list of references to the ServiceMetadata resources associated with it.</p> <p>For further information please refer to sections 7.1.2 in the Digital Capability Publisher Implementation guide published on the Council's website.</p>

TA Id	DCP_TA02
	<< insert link before this document is published >>
Target	DCP – Service Group
Prerequisite	<ul style="list-style-type: none"> <li>➤ The sender sends a ServiceGroup request for a recipient to a DCP.</li> <li>➤ The expected status code in the response is 200.</li> <li>➤ The URI is constructed such as :/{identifier scheme}::{id}</li> </ul>
Expected Result	<p>The sender receives a response from the DCP which contains a Service Group entity that holds the Participant Identifier of the recipient and a list of references to Service Metadata resources that are associated with that participant identifier.</p> <p>For further information please refer to sections 2.3.3 and Appendix C.1 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Prescription Level	Mandatory
Tag	DCP, Service Group
Variable	N/A

TA Id	DCP_TA03
Requirement	<p>References MUST refer to SignedServiceMetadata records that are signed by the certificate of the DCP. It must not point to SignedServiceMetadata resources published by external DCPs.</p> <p>For further information please refer to sections 7.2 in the Digital Capability Publisher Implementation guide published on the Council's website.</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p>
Target	ServiceMetadataReference
Prerequisite	DCP_TA02
Expected Result	<p>All referenced records should be using the signing certificate from the DCP.</p> <p>For further information please refer to section 3.6.2 and Appendix C.2 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>



TA Id	DCP_TA03
Prescription Level	Mandatory
Tag	Service metadata reference, signed service metadata
Variable	N/A

TA Id	DCP_TA04
Requirement	<p>For the list of endpoints under each &lt;Endpoint&gt; element in the ServiceEndpointList, each endpoint MUST have different values of the transportProfile attribute i.e. represent bindings to different transports.</p> <p>For further information please refer to sections 7.1, 7.2, 7.3, 7.4 and 7.5 in the Digital Capability Publisher Implementation guide published on the Council's website.</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p>
Target	Endpoints
Prerequisite	<ul style="list-style-type: none"> <li>➤ DCP_TA01</li> <li>➤ The returned metadata contains a Service Endpoint list with multiple Endpoints.</li> </ul>
Expected Result	<p>The &lt;Endpoint&gt; elements in the Service Endpoint list contain different values for each transport Profile attribute.</p> <p>For further information please refer to sections 2.3.4, 2.3.4.2 and Appendix C.2 in:</p> <p><a href="http://docs.oasis-open.org/bdxc/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxc/bdx-smp/v1.0/</a></p>
Prescription Level	Mandatory
Tag	Endpoint, transport profile
Variable	N/A

TA Id	DCP_TA05
Requirement	The participant identifier comprises of the identifier and an identifier scheme.

TA Id	DCP_TA05
	<p>This identifier MUST have the same value as the {id} part of the enclosing ServiceMetadata resource.</p> <p>For further information please refer to sections 7.3, 8 and 8.1 in the Digital Capability Publisher Implementation guide published on the Council's website.</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p>
Target	ParticipantIdentifier
Prerequisite	The sender client constructs a URL based on participant identifier and doctype.
Expected Result	<p>The {id} part represented in the XML of the ServiceMetadata resource is the same as the {id} part in the corresponding URL.</p> <p>For further information please refer to section 2.4.5 and Appendix C.4 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Prescription Level	Mandatory
Tag	Participant identifier
Variable	N/A

TA Id	DCP_TA06
Requirement	<p>Participant identifiers SHOULD consist of a scheme identifier in addition to the participant identifier. Here the scheme identifier indicates the specification of the participant identifier format, i.e. its representation and meaning.</p> <p>For further information please refer to sections 7.3, 8 and 8.1 in the Digital Capability Publisher Implementation guide published on the Council's website.</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p>
Target	Participant identifiers
Prerequisite	The sender constructs a URL containing a participant identifier and a

TA Id	DCP_TA06
	scheme identifier in order to interrogate the DCP.
Expected Result	<p>Status code 200 gets returned by the DCP.</p> <p>For further information please refer to section 2.4.5 and Appendix C.4 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Prescription Level	Preferred
Tag	Participant identifier, scheme identifier
Variable	N/A

TA Id	DCP_TA07
Requirement	<p>Participant identifiers <b>SHOULD</b> consist of a scheme identifier in addition to the participant identifier itself. Here the scheme identifier indicates the specification of the participant identifier format i.e. its representation and meaning.</p> <p>For further information please refer to sections 7.3, 8 and 8.1 in the Digital Capability Publisher Implementation guide published on the Council's website.</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p>
Target	Participant identifiers
Prerequisite	The sender constructs a URL containing a participant identifier <b>without</b> a scheme identifier in order to interrogate the DCP.
Expected Result	<p>Status code 200 gets returned by the DCP.</p> <p>For further information please refer to sectiona 2.4.5 and Appendix C.4 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Prescription Level	Preferred
Tag	Participant identifier, scheme identifier
Variable	N/A

TA Id	DCP_TA08
Requirement	<p>When processing a participant identifier in XML format, it <b>MUST</b> be treated as case insensitive.</p> <p>For further information please refer to sections 7.3, 8 and 8.1 in the Digital Capability Publisher Implementation guide published on the Council's website.</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p>
Target	Participant identifiers
Prerequisite	<p>The DCP contains a participant identifier in XML format. For further information please refer to (XML 1.0) specification:</p> <p><a href="http://www.w3.org/TR/xml">http://www.w3.org/TR/xml</a></p>
Expected Result	<p>The processing of the participant identifier is treated as case insensitive.</p> <p>For further information please refer to section 2.4.5.2 and Appendix C in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Prescription Level	Mandatory
Tag	Participant identifier, XML format
Variable	N/A

TA Id	DCP_TA09
Requirement	<p>In a URL, the string represented by &lt;&lt;{identifier scheme}::id&gt;&gt; <b>MUST</b> be percent encoded following and the guidelines given in:</p> <p>Sections 7.3, 8 and 8.1 in the Digital Capability Publisher Implementation guide published on the Council's website.</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p> <p>and section 2.4.5.3 and Appendix C.4 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Target	Participant identifier scheme

TA Id	DCP_TA09
Prerequisite	The sender constructs a URL containing a string: {identifier scheme}::{id} that is percent encoded (replace ':' separator by '%3a' and '#' by '%23')
Expected Result	The DCP returns the requested information.
Prescription Level	Mandatory
Tag	Participant identifier scheme, encoding
Variable	N/A

TA Id	DCP_TA10
Requirement	<p>When processing a participant identifier in an URL, it MUST be treated as case insensitive.</p> <p>Sections 7.3, 8 and 8.1 in the Digital Capability Publisher Implementation guide published on the Council's website.</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p> <p>and section 2.4.5.2 and Appendix C.4 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Target	Participant identifiers
Prerequisite	The sender constructs a URL containing a participant identifier.
Expected Result	The processing of the participant identifier is treated as case insensitive and the DCP returns the requested information.
Prescription Level	Mandatory
Tag	Participant identifier
Variable	N/A

TA Id	DCP_TA11
Requirement	When any type of identifiers are used in URLs, each section between slashes MUST be percent encoded individually, i.e. section by section.

TA Id	DCP_TA11
	<p>For further information please refer to sections 8 and 8.1 in the Digital Capability Publisher Implementation guide published on the Council's website.</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p> <p>and section 2.4.5.2 and Appendix C.4 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Target	Identifiers
Prerequisite	The sender constructs a URL containing an identifier of any type.
Expected Result	<p>Each section between slashes in the URL is percent encoded.</p> <p>For further information please refer to section 2.4.3 and Appendix C.4 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Prescription Level	Mandatory
Tag	Identifiers, encoding
Variable	N/A

TA Id	DCP_TA12
Requirement	<p>The scheme type of a participant identifier <b>MUST</b> be in the form of a URI.</p> <p>For further information please refer to sections 8 and 8.1 in the Digital Capability Publisher Implementation guide published on the Council's website.</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p> <p>and section 2.4.5 and Appendix C.4 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Target	Participant identifiers
Prerequisite	The client makes a request for information about an existing participant identifier.

TA Id	DCP_TA12
Expected Result	The scheme of the participant identifier is presented in the form of a URI
Prescription Level	Mandatory
Tag	Participant identifier scheme, URI
Variable	N/A

TA Id	DCP_TA13
Requirement	The scheme of the document identifier <b>MUST</b> be in the form of a URI.
Target	Document identifiers
Prerequisite	The sender constructs a URI containing a document identifier.
Expected Result	<p>The scheme of the document identifier is identified by the URI:&lt;&lt;check&gt;&gt;</p> <p>For further information please refer to sections 7.4 and 8.2 in the Digital Capability Publisher Implementation guide published on the Council's website.</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p> <p>and section 2.4.6.1 and Appendix C in:</p> <p><a href="http://docs.oasis-open.org/bdxc/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxc/bdx-smp/v1.0/</a></p>
Prescription Level	Mandatory
Tag	Document identifier scheme, URI
Variable	N/A

TA Id	DCP_TA14
Requirement	<p>When processing a document identifier in XML format, it <b>MUST</b> be treated as case insensitive.</p> <p>For further information please refer to sections 7.4 and 8.2 in the Digital Capability Publisher Implementation guide published on the Council's website.</p>

TA Id	DCP_TA14
	<p>&lt;&lt; insert link before this document is published &gt;&gt;</p> <p>and section 2.4.6.2 and Appendix C in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Target	Document identifiers
Prerequisite	The sender constructs a URI containing a document identifier in XML format
Expected Result	The server processes the request regardless of the case formatting of the doc id.
Prescription Level	Mandatory
Tag	Document identifier, XML format
Variable	N/A

TA Id	DCP_TA15
Requirement	<p>A service implementing the REST binding MUST support [HTTP 1.1] and MUST set the HTTP 'content-type' header and give it the value of 'text/xml'.</p> <p>For further information please refer to section 9.1.3 in the Digital Capability Publisher Implementation guide published on the Council's website:</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p> <p>and section 3.2 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Target	DCP REST binding
Prerequisite	<ul style="list-style-type: none"> <li>➤ DCP uses REST as a binding.</li> </ul>
Expected Result	<p>The HTTP content-type header is set to 'text/xml' in the requested Metadata.</p> <p>For further information please refer to:</p> <p><a href="http://www.w3.org/Protocols/rfc2616/rfc2616.html">http://www.w3.org/Protocols/rfc2616/rfc2616.html</a></p>
Prescription Level	Mandatory
Tag	REST binding, HTTP header



TA Id	DCP_TA15
Variable	N/A

TA Id	DCP_TA16
Requirement	<p>A service implementing the REST binding MUST support [HTTP 1.1] and MUST set the HTTP 'content-type' header and give it the value of 'text/xml'.</p> <p>For further information please refer to section 9.1.3 in the Digital Capability Publisher Implementation guide published on the Council's website:</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p> <p>and section 3.2 in:</p> <p><a href="http://docs.oasis-open.org/bdxc/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxc/bdx-smp/v1.0/</a></p>
Target	DCP REST binding
Prerequisite	<ul style="list-style-type: none"> <li>➤ DCP uses REST as a binding.</li> <li>➤ The client executes a request using HTTP 1.1. For further information please refer to:</li> </ul> <p><a href="http://www.w3.org/Protocols/rfc2616/rfc2616.html">http://www.w3.org/Protocols/rfc2616/rfc2616.html</a></p>
Expected Result	The client receives the requested data. (Status code 200)
Prescription Level	Mandatory
Tag	REST binding HTTP 1.1
Variable	N/A

TA Id	DCP_TA17
Requirement	<p>HTTP GET operations MUST return the status code 200 if the resource is retrieved correctly.</p> <p>For further information please refer to section 9.1.2 in the Digital Capability Publisher Implementation guide published on the Council's website:</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p>

TA Id	DCP_TA17
	<p>and section 3 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Target	DCP REST binding
Prerequisite	<ul style="list-style-type: none"> <li>➤ DCP uses REST as a binding.</li> <li>➤ The ServiceGroup exists on the DCP.</li> <li>➤ The URI is constructed like: //{hostname}/{identifier scheme}::{id}</li> <li>➤ The sender requests the ServiceGroup from the DCP and the resource is retrieved correctly.</li> </ul>
Expected Result	<ul style="list-style-type: none"> <li>➤ HTTP GET returns status code 200.</li> <li>➤ The returned content holds the Participant Identifier of the recipient, and a list of references to individual ServiceMetadata resources that are associated with that Participant Identifier.</li> </ul> <p>For further information please refer to Appendix C in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Prescription Level	Mandatory
Tag	REST binding, HTTP GET, Service Group, URI
Variable	N/A

TA Id	DCP_TA18
Requirement	<p>HTTP GET operations MUST return the status code 200 if the resource is retrieved correctly.</p> <p>For further information please refer to section 9.1.3 in the Digital Capability Publisher Implementation guide published on the Council's website:</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p> <p>and section 3 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Target	SMP REST binding

TA Id	DCP_TA18
Prerequisite	<ul style="list-style-type: none"> <li>➤ DCP uses REST as a binding.</li> <li>➤ The SignedServiceMetadata exists on the DCP.</li> <li>➤ The URI is constructed like: //{hostname}/{identifier scheme}::{id}</li> <li>➤ The sender requests metadata from the DCP and the resource is retrieved correctly.</li> </ul>
Expected Result	<ul style="list-style-type: none"> <li>➤ HTTP GET returns status code 200.</li> <li>➤ The returned content holds all the metadata about a Service.</li> </ul> <p>For further information please refer to Appendix C in:</p> <p><a href="http://docs.oasis-open.org/bdxc/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxc/bdx-smp/v1.0/</a></p>
Prescription Level	Mandatory
Tag	REST binding, HTTP GET, Signed Service Metadata, URI
Variable	N/A

TA Id	DCP_TA19
Requirement	<p>HTTP GET operations MUST return the status code 404 if a specific resource could not be found. This could for example be the result of a request containing a Participant Identifier that does not exist.</p> <p>For further information please refer to section 3.2 in:</p> <p><a href="http://docs.oasis-open.org/bdxc/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxc/bdx-smp/v1.0/</a></p>
Target	DCP REST binding
Prerequisite	<ul style="list-style-type: none"> <li>➤ DCP uses REST as a binding.</li> <li>➤ The URI is constructed like: //{hostname}/{identifier scheme}::{id}</li> <li>➤ The sender requests metadata from the DCP but the resource does not exist or is unknown.</li> </ul>
Expected Result	HTTP GET returns status code 404.
Prescription Level	Mandatory

TA Id	DCP_TA19
Tag	REST binding, HTTP GET, ServiceGroup
Variable	N/A

TA Id	DCP_TA20
Requirement	<p>XML documents returned by HTTP GET MUST be well-formed according to (XML 1.0) and MUST be UTF-8 encoded (Unicode). They MUST contain a document type declaration starting with '&lt;?xml' which includes the &lt;&lt;encoding&gt;&gt; attribute set to 'UTF-8'.</p> <p>For further information please refer to section 3.3 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Target	SMP REST binding
Prerequisite	<ul style="list-style-type: none"> <li>➤ DCP uses REST as a binding.</li> <li>➤ The recipient receives a business document returned by HTTP GET containing the requested Metadata in XML format.</li> </ul>
Expected Result	<ul style="list-style-type: none"> <li>➤ The document type declaration starts with '&lt;?xml'.</li> <li>➤ Version 1.0 of XML is used in the document.</li> <li>➤ The XML is well-formed according to the (XML 1.0) specification.</li> </ul> <p>For further information please refer to section 9.1.3.9 in the Digital Capability Publisher Implementation guide published on the Council's website:</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p> <p>and Appendix C in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Prescription Level	Mandatory
Tag	REST binding, HTTP GET, XML format
Variable	N/A

TA Id	DCP_TA21
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TA Id	DCP_TA21
Requirement	<p>XML documents returned by HTTP GET MUST be well formed according to (XML 1.0) and MUST be UTF-8 encoded (Unicode).</p> <p>For further information please refer to section 3.3 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Target	SMP REST binding
Prerequisite	<ul style="list-style-type: none"> <li>➤ DCP uses REST as a binding.</li> <li>➤ The recipient receives a business document returned by HTTP GET containing the requested metadata in XML format.</li> </ul>
Expected Result	<p>The XML Document is utf-8 encoded (case sensitive)</p> <p>For further information please refer to section 9.1.3.9 in the Digital Capability Publisher Implementation guide published on the Council's website:</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p> <p>For further information, please refer to the Unicode specification:</p> <p><a href="http://www.unicode.org/versions/Unicode7.0.0/">http://www.unicode.org/versions/Unicode7.0.0/</a></p>
Prescription Level	Mandatory
Tag	REST binding, HTTP GET, UTF-8 encoding
Variable	N/A

TA Id	DCP_TA22
Requirement	HTTP GET operations MUST return the status code 500 if the service experiences an 'internal processing error'.
Target	DCP REST binding
Prerequisite	<ul style="list-style-type: none"> <li>➤ DCP uses REST binding.</li> <li>➤ The sender requests metadata from the DCP but there is an internal processing error.</li> </ul>
Expected Result	<p>HTTP GET returns status code 500.</p> <p>For further information please refer to section 9 in the Digital Capability</p>

	<p>Publisher Implementation guide published on the Council's website:</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p> <p>For further information please refer to section 3.2 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Prescription Level	Mandatory
Tag	REST binding, HTTP GET
Variable	N/A

TA Id	DCP_TA23
Requirement	<p>DCP publishing services <b>MUST NOT</b> produce metadata that contains extensions necessary for a client to understand in order to make use of this metadata. The ability to parse and adjust client behavior based on an extension element <b>MUST NOT</b> be a prerequisite for a client to locate a service, or to make a successful request at the referenced service.</p> <p>For further information please refer to section 9.2.2.1 in the Digital Capability Publisher Implementation guide published on the Council's website:</p> <p>&lt;&lt; insert link before this document is published &gt;&gt;</p> <p>and section 3.2.2 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Target	Extension points
Prerequisite	<ul style="list-style-type: none"> <li>➤ The sender requests metadata from the DCP.</li> <li>➤ The metadata contains an extension element.</li> </ul>
Expected Result	The response does <b>not</b> contain an extension element with essential information for the client to be able to locate the service or to be able to use the metadata.
Prescription Level	Mandatory
Tag	Extension element

TA Id	DCP_TA23
Variable	N/A

TA Id	DCP_TA24
Requirement	XML documents with only local names MUST NOT be referenced using Service Metadata Publishing.
Target	Document identifiers
Prerequisite	The sender constructs a URL conforming to the URL Representation of Document Identifiers.
Expected Result	<p>The metadata returned by the DCP contains fully qualified names for Document Identifiers.</p> <p>For further information please refer to section 2.4.6 in:</p> <p><a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a></p>
Prescription Level	Mandatory
Tag	Document identifiers, local names, Service Metadata Publishing
Variable	N/A

TA Id	DCP_TA25
Requirement	<p>For referencing the SMP REST binding, for example from Business Document Metadata Service Location records, the following identifier should be used for the version 1.0 of the SMP REST binding:</p> <p><i><a href="http://docs.oasis-open.org/bdxr/ns/SMP/2016/04">http://docs.oasis-open.org/bdxr/ns/SMP/2016/04</a></i></p>
Target	SMP REST BINDING
Prerequisite	<ul style="list-style-type: none"> <li>➤ DCP uses version 1.0 of the DCP REST binding</li> <li>➤ A BDXL record is present</li> </ul>
Expected Result	<p>The following identifier is used:</p> <p><i><a href="http://docs.oasis-open.org/bdxr/ns/SMP/2016/04">http://docs.oasis-open.org/bdxr/ns/SMP/2016/04</a></i></p> <p>For further information please refer to section 3.5 in:</p>

TA Id	DCP_TA25
	<a href="http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/">http://docs.oasis-open.org/bdxr/bdx-smp/v1.0/</a>
Prescription Level	Preferred
Tag	REST binding, BDXL
Variable	N/A