# OpenPEPPOL Guidance on the Connecting Europe Facility (CEF)

## *2017-3 CEF Telecom Call for Proposals for eInvoicing*

This document is prepared by OpenPEPPOL AISBL to guide its members in the preparation of proposals for the 2017-3 CEF Telecom Call for eInvoicing. The aim is to provide the main information applicants need to get started with their application.

This document includes extracts from the 2017 CEF eInvoicing Call text and the 2017 CEF Telecom Work Programme, but also subjective opinions based on previous experience and are meant solely to help OpenPEPPOL members understand the process and priorities. They are in no way intended to provide an authoritative interpretation or forecast pertaining to particular proposals. Any references contained herein should be taken 'as is' and should be cross-checked against the official Call documents published by the EC before being used in an actual proposal.

OpenPEPPOL recommends that its Members always cross-check with the Call documents and contact the CEF Helpdesk with any questions that they have related to eligibility, co-funding, submission and compliance issues, by contacting INEA-CEF-TELECOM-CALLS@ec.europa.eu.

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# 1   Introduction – The Connecting Europe Facility (CEF) Programme

The Connecting Europe Facility (CEF) is a key EU funding instrument supporting the development of high performing, sustainable and efficiently interconnected trans-European networks in the fields of transport, energy and digital services. The total budget available for the period between 2014 and 2020 is 33 billion euros.

The CEF benefits people across all Member States, as it makes travel easier and more sustainable, it enhances Europe's energy security while enabling wider use of renewables, and it facilitates cross-border interaction between public administrations, businesses and citizens.

## CEF telecom
For Telecommunications, CEF links to the Europe 2020 Strategy and contributes to achieving the targets of the 'Digital Agenda for Europe' initiative, with a budget of 1.04 billion euros.

The CEF Telecom guidelines[1] define telecommunication infrastructures as both broadband networks and Digital Service Infrastructures (DSIs). The latter are composed of 'core service platforms' – central hubs, which enable trans-European connectivity – and 'generic services' which link national infrastructures to the core service platforms.

CEF is aimed at supporting 'projects of common interest' - as defined in the Telecom Guidelines - that address such challenges, contributing to the development of the Single Market, European competitiveness, social inclusion and economic growth. Projects will focus on deploying trans-European infrastructures, based upon mature technical and organisational solutions, and will aim to support exchanges and collaboration with and within the public sector, across the EU.

CEF Telecom encourages the re-use of technical components implementing the Digital Service Infrastructures to increase interoperability and reduce technical risks. These components are considered as 'Building Blocks' of the Digital Single Market and can be used by any public and private entity to establish cross-border digital services. eInvoicing is considered one such 'building block'.

CEF Telecom is a key EU instrument to facilitate cross-border interaction between public administrations, businesses and citizens, by deploying digital service infrastructures (DSIs) and broadband networks. Supported projects will contribute to the creation of a European ecosystem of interoperable and interconnected digital services that sustain the Digital Single Market.

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[1] Regulation (EU) No 283/2014 of the European Parliament and of the Council of 11 March 2014 on guidelines for trans-European networks in the area of telecommunications infrastructure and repealing Decision No 1336/97/EC. http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A32014R0283

## 2  The 2017 CEF Telecom Work Programme

CEF Telecom is implemented through annual Work Programmes, which identifies the priorities and actions to be launched during the year.

The [CEF Telecom Work Programme for 2017](#)[2] Identifies twelve (12) identified priorities for developing DSIs. Most these are carried forward from the 2016 Work Program, including domains such as electronic delivery of documents (eDelivery), **eInvoicing**, eProcurement, eIdentification and eSignature.

### eInvoicing

In support of the eInvoicing Directive, the Commission requested the drafting of the European standard for eInvoicing in public procurement by the European Committee for Standardisation (CEN).

With the adoption of the European Standard in October 2017, all public entities in the Member States will have the obligation of receiving and processing electronic invoices compliant to the European Standard and its ancillary deliverables. **At the central level (e.g. government level), the obligation is in place as of April 2019. For the sub-central entities, it can be delayed to April 2020 at the latest**.

Under the CEF Telecom Work Programme 2017, actions related to eInvoicing will support Generic Services grants to promote the **uptake of compliant eInvoicing solutions by public and private entities**, which will **facilitate the implementation of the European standard on electronic invoicing** and the set of ancillary standardisation deliverables, as mandated by the Directive 2014/55/EU.

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[2] Commission implementing decision of 8.2.2017 establishing an Annual Work Programme 2017 for financial assistance in the field of Connecting Europe Facility (CEF) - Telecommunications sector.
[https://ec.europa.eu/inea/sites/inea/files/c_2017_696_f1_commission_implementing_decision_en_v4_p1_875664.pdf](https://ec.europa.eu/inea/sites/inea/files/c_2017_696_f1_commission_implementing_decision_en_v4_p1_875664.pdf)
Annex 1
[https://ec.europa.eu/inea/sites/inea/files/c_2017_696_f1_annex_en_v3_p1_875665.pdf](https://ec.europa.eu/inea/sites/inea/files/c_2017_696_f1_annex_en_v3_p1_875665.pdf)

# 3   The 2017 CEF Telecom Call for Proposals for eInvoicing at a glance

The table below provides an overview of the key elements of the 2017 CEF Telecom call for Generic Services for eInvoicing[3].

| Indicative total Budget | **EUR 10 million** total for the entire call – no limit on individual grant |
|---|---|
| Funding | Up to **75 %** of eligible costs may be funded |
| Beneficiaries | Consortium of at least **two private or public entities** from one or more EU/EEA countries participating in the CEF Telecom, one of which should be a public entity. |
| Objective(s) | The objective is to **foster uptake** of eInvoicing solutions compliant to the European Standard and its ancillary deliverables by public entities, and to **facilitate update of existing eInvoicing** solutions to become compliant to the European Standard and its ancillary deliverables by public authorities and solution and service providers |
| Supported actions | Three types of activities will be supported: <br> 1. Public entities, especially at local and regional level, will be supported for **putting in place eInvoicing solutions** compliant to the European Standard and its ancillary deliverables <br> 2. Solutions providers and public authorities will be supported for **updating their existing eInvoicing solutions** to become compliant to the European Standard and its ancillary deliverables <br> 3. **Integration to eDelivey**: all proposals for 1 or 2 above are expected to either directly deploy the eDelivery Building Block, or use eDelivery through a service provider, for document delivery. |
| Timeline for the call | Call opened 28.06.2017 <br><br> **Call closing 28.11.2017** <br><br> Signature of Grant Agreements: Expected during April 2018 <br><br> **Indicative duration of the action: 12 months** |

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[3] Call for proposals concerning projects of common interest under the Connecting Europe facility in the field of Trans-European Telecommunication Network, CEF Telecom calls 2017, CEF-TC-2017-3: eInvoicing. https://ec.europa.eu/inea/sites/inea/files/2017-3_einvoicing_calltext_final_280617.pdf

# 4 How to prepare a proposal

Applicants wishing to apply for funding under CEF Telecom calls must apply for an **Action**, defined as any set of activities which has been identified as financially and technically independent, has a set timeframe, and is necessary for the implementation of a project of common interest and which may be granted financial assistance following a call for proposals and evaluation process.

All proposals must clearly describe the:

- planned activities of the proposed Action, related milestones and deliverables;
- information on who will carry them out;
- costs:
- reason(s) why they should be supported financially by the EU.

All information relevant for the evaluation of the proposal must be included within the application.

➢ Applicants must complete and submit the application forms electronically, using the TENtec eSubmission module[4]

Step-by-step instructions for TENtec is available in the Guide for Applicants[5].

➢ Consortium members must designate a *coordinating applicant* to lead and represent all the applicants and act as the point of contact with the Commission and/or INEA during the application phase.

## 4.1 Application forms

Proposals must be submitted using the application form, available on the Call webpages[6], including their respective annexes, as follows:

1. **Part A** identifies the main characteristics of the proposal, e.g. a summary of the proposed action, timing, description of activities and milestones, budget, breakdown of eligible costs and requested funding as well as identification of the consortia members and the required Member State approval if the consortia consist of private entities only.

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[4] https://webgate.ec.europa.eu/cas/login?loginRequestId=ECAS_LR-8786499-ASxgPwSIzzw4cKhuD9VYMtlh3hF1qB71gGmgzyzUpJ09Yl2YzyVsd1ngGRDq2i3CdUZbY29AxLvxp0O57TPrdhr-Jj71zxYb8yrsXONZsObep0-VK1oCHCduHZboQmZ4nvEXigpavJbgr9jj6NGDHzdAAv

[5] https://ec.europa.eu/inea/sites/inea/files/2017-3_guide_for_applicants_cef_telecom_final_280617_0.pdf

[6] https://ec.europa.eu/inea/en/connecting-europe-facility/cef-telecom/apply-funding/2017-cef-telecom-call-einvoicing-cef-tc-2017-3

2. **Part B** provides administrative information about the applicants, their designated affiliated entities and/or implementing bodies and their operational and financial capacity. No annexes to be used.

3. **Part C** provides information on the compliance of the proposed Action with EU law and other sources of EU funding.

4. **Part D** is the heart of the proposal and provides the detailed technical information describing the proposed Action and its activities, including a Gantt chart. **Part D should provide a complete description of how the proposed Action meets all points in the award criteria, but should not exceed 30 pages.**

> ➢ The application form part A must be encoded in the TENtec eSumbission module. The other parts must be downloaded from the call webpage and duly completed. Once final, these must be uploaded into the TENtec eSubmission module. The same applies to any other annexes or supporting documents accompanying the proposal, including forms that require signature of the applicants (A2.2) and Member State validation (A2.3)
> ➢ Applicants must be able to provide the original documents and send them to the Commission/INEA services upon request.

## 4.2    Evaluation and selection of proposals for funding

Received proposals will follow an evaluation and selection process like an ordinary public procurement process

### 4.2.1    Admissibility and eligibility

> ➢ The proposal must be **submitted electronically via TENtec in a timely manner**.
> ➢ All forms must be completed and signed as appropriate.
> ➢ Proposals must be submitted by a consortium of at least two private or public entities from one or several Member States.
> ➢ **Member State approval is required if the consortia consist of private entities only**.

### 4.2.2    Selection criteria

> ➢ Applicants must have **stable and sufficient sources of funding** to maintain the proposed activities throughout the period during which the action is being carried out and to participate in its funding.
> ➢ Applicants must have the **professional competencies and appropriate qualifications** necessary to complete the proposed Action for which the grant is sought.

The operational and financial capacity of applicants and designated affiliated entities will be assessed based on specific requirements and supporting documents to be submitted with the application (Application form part B).

The requirement to demonstrate financial and operation capacity does not apply to Member States, public bodies established in the EU/EEA countries (Norway and Iceland), third countries, international organisations, European Economic Interest Groupings (EEIG) which are 50% owned

by one or more public bodies, and affiliated entities unless the applicant relies fully on them for implementing the Action.

The type documentation required depends on the value of the Grant requested and the type of organisation involved.

### 4.2.3 Award criteria

The proposals will be evaluated based on the criteria 'Relevance', 'Quality and efficiency of the implementation' and 'Impact and sustainability', further described below:

#### Relevance

- ➢ Alignment with the objectives and activities required for the deployment of the Digital Service Infrastructure described in Chapter 3 of the work programme and priorities described in the call. The proposal should **clearly explain:**
  - o **how it meets the objectives of the call**
  - o **if it will allow for cross-border eInvoicing**
  - o **the level of compliance to the European standard and its ancillary deliverables**
  - o **how eDelivery is implemented**
- ➢ Alignment and synergies with relevant policies, strategies and activities at a European and national level. The proposal should **clearly explain:**
  - o **how it is relevant in a national and European context**

#### Quality and efficiency of the implementation

- ➢ Maturity of the proposed solution (e.g. in terms of contribution towards interoperability, connectivity, sustainable deployment and operation). The proposal should **clearly explain:**
  - o **the architecture of the solution**
  - o **if the aim is to provide a 'production ready' solution**
- ➢ Coherence and effectiveness of the work plan, including appropriateness of the allocation of tasks and resources. The proposal should **clearly explain:**
  - o **justification of the costs**
  - o **management structure and how decisions are made during the project**
  - o **governance of the results**
- ➢ Quality and relevant experience of the individual participants and, if more than one beneficiary, of the consortium as a whole (including complementarity, balance). The proposal should **clearly explain:**
  - o **the role of each applicant in the project**
  - o how the applicant contributes to the goal of the project
- ➢ Extent to which the proposal demonstrates support from national authorities, industry and NGOs (when relevant).
- ➢ Appropriate attention to security, privacy, inclusiveness and accessibility (when relevant).

#### Impact and sustainability

- ➢ Quality of the approach to facilitate wider deployment and take-up of the proposed Actions. The proposal should **clearly explain:**

- o **estimated number of users**
- o **whether and how the proposal will facilitate wider deployment**
- o **how to advertise and promote its use**
- ➢ Capability to survive, develop and scale up without European Union funding after the end of the project with a view to achieving long-term sustainability, where appropriate through funding sources other than CEF. The proposal should **clearly explain:**
  - o **how will future maintenance be done and by whom**
  - o **the business model for longer term sustainability**

## 4.3 Cost that may be covered by Grants

Grants to be awarded will take the form of **reimbursement of a specified proportion of the eligible costs incurred**. The EU financial assistance to be granted under this call for proposals cannot exceed 75% of the total eligible costs of the action.

- ➢ A grant may be awarded for an action which has already begun provided that the applicant(s) can demonstrate the need for starting the action prior to the signature of the grant agreement.
- ➢ Cost for activities prior to the submission of the application will not be covered.

Eligible costs may take the form of

- • **direct costs**, (those specific costs that are directly linked to the implementation of the action and can therefore be attributed directly to it) and
- • **indirect costs** (those costs which are not specific costs directly linked to the implementation of the action and can therefore not be attributed directly to it). Indirect costs are eligible for flat rate funding fixed at 7% of total direct eligible costs (minus subcontracting costs).
- • The **full costs of purchase of equipment and infrastructure** which are treated as capital expenditure are eligible under this call.

Detailed information on eligible and ineligible costs is included in Article II.19 of the model grant agreement, which is available on the call webpage.

## 4.4 Payment

**No pre-financing or interim payment will be made**. The final amount of the grant to be awarded to the beneficiary is established after completion of the action, upon approval of the request for payment including, where applicable, the supporting documents as described in the model grant agreement.

## 4.5 Agreement

The standard [model grant agreement](#)[7] is not negotiable and will be signed in English. **Applying implies the acceptance of the terms and conditions of the model grant agreement**.

## 4.6 What to watch for

- A consortium of **at least 2 legal entities** from **one or more Member States**.
- Unless the application is submitted by a central government bodies in a Member State, the application must document the **written support of a Member State**, so it is important to check with your national CEF Authority beforehand.
- **International consortia may have a competitive advantage** but they are more complicated to set up, as permissions must be coordinated from more than one national authority.
- **Consortia that link their activities with other consortia** as well that in a consortium public and private entities participate together are likely to get a high score on quality. It is also preferable if the public entity is coming from local/regional level.
- Proposals that can demonstrate **sustainability without European Union funding**, i.e. describing how the solution will be funded after this call by explaining the business plan are likely to be preferred.
- Applicants who already benefit from funding for generic services covered in the previous calls may not submit applications under this call for the same generic services. **If an applicant is already involved in another action, it need to provide an explanation of how this application is differen**t.
- Make sure to read the call text and supporting documents to ensure that you understand the objectives and priorities.
- **Show that your proposal is relevant by explaining how it is different and supports the wider policy objectives**
- A good proposal
    - Uses simple language and is well structured
    - Addresses all the criteria
    - Provides a clear description of how the proposed solution will be implemented

## 4.7 Resources and links

- **Applicants are encouraged to consult the webpage and the INEA website/Twitter feed (@inea_eu) regularly until the deadline for submission of proposals.**
- **Questions related to this call should be addressed to the call helpdesk: [INEA-CEF-Telecom-Calls@ec.europa.eu](mailto:INEA-CEF-Telecom-Calls@ec.europa.eu).**

Further information or clarifications on the call for proposals will be published on the call webpage. Please refer to all the following documents, when preparing the application:

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[7] [https://ec.europa.eu/inea/sites/inea/files/cef_model_ga_2017_update_ict_for_publication.pdf](https://ec.europa.eu/inea/sites/inea/files/cef_model_ga_2017_update_ict_for_publication.pdf).

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|---|---|
| **Call web page** | https://ec.europa.eu/inea/en/connecting-europe-facility/cef-telecom/apply-funding/2017-cef-telecom-call-einvoicing-cef-tc-2017-3 |
| **Call text** | https://ec.europa.eu/inea/sites/inea/files/2017-3_einvoicing_calltext_final_280617.pdf |
| **2017 Work Program** | https://ec.europa.eu/inea/sites/inea/files/c_2017_696_f1_annex_en_v3_p1_875665.pdf (eInvoicing DSI description in section 3.4) |
| **CEF Regulation** | http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32013R1316 |
| **Application form** (Parts A, B, C and D) | See call web page |
| **Guide for Applicants** | https://ec.europa.eu/inea/sites/inea/files/2017-3_guide_for_applicants_cef_telecom_final_280617_0.pdf |
| **FAQs published on the call page** | https://ec.europa.eu/inea/en/connecting-europe-facility/cef-telecom/apply-funding/2017-cef-telecom-frequently-asked-questions |
| **Model grant agreement** | https://ec.europa.eu/inea/sites/inea/files/cef_model_ga_2017_update_ict_for_publication.pdf |
| **Proposal checklist** | https://ec.europa.eu/inea/sites/inea/files/cef_tc_checklist_call_2017-3_v2.pdf |
| **EU Financial Regulation and Rules of application** | http://eur-lex.europa.eu/legal-content/EN/ALL/?uri=CELEX:32012R0966 |
| **The European standard and its ancillary deliverables** | Available from CEN or National Standards Bodies https://standards.cen.eu/dyn/www/f?p=204:105:0::::: |
| **e-SENS AS4 Profile** | https://ec.europa.eu/cefdigital/wiki/display/CEFDIGITAL/PR+-+AS4 |
| **e-SENS SMP Specification** | https://ec.europa.eu/cefdigital/wiki/display/CEFDIGITAL/PR+-+SMP |
| **CEF eInvoicing Readiness Checker** | https://ec.europa.eu/cefdigital/wiki/display/CEFDIGITAL/CEF+eInvoicing+Readiness+Checker |

# 5 How to implement the CEF eInvoicing and eDelivery DSIs with PEPPOL

## 5.1 Relevance of PEPPOL to the Call objectives and terms of reference

OpenPEPPOL encourage European stakeholders from the public and private sector to submit proposals for the CEF Telecom call for generic services for the eInvoicing DSI, utilising the PEPPOL specifications, services and governance framework where relevant.

Use of **PEPPOL meets the requirements and priorities** for Actions supported under this Call, through the following features:

- The **PEPPOL BIS for eInvoicing version 3** currently under development with a planned due date in December 2017 is positioned as a Core Invoice Usage Specification (CIUS) compliant to the European standard (CEN/EN 16931-1) providing syntax binding to UBL compliant to CEN/TS 16931-3-2 to facilitate both domestic and cross-border eInvoicing in Europe.
- The PEPPOL model of using the PEPPOL BIS as a common denominator for cross-border interoperability with different countries is well recognised.
- The **PEPPOL eDelivery network is conformant to the targeted eDelivery solution** defined by the call, through the availability of the e-SENS AS4 Profile compliant PEPPOL AS4 Profile as an optional communication protocol in the PEPPOL eDelivery network based on a Letter of Understanding with the European Commission.[8]
- The **PEPPOL model of 4-corner eDelivery** is probably the least intrusive means of joining national infrastructures for cross-border interoperability.
- PEPPOL BIS and PEPPOL eDelivery can be used for regional, national and cross-border exchange of documents if all phases of eProcurement, including eInvoicing, supporting EU-wide interoperability.
- PEPPOL BIS and the PEPPOL eDelivery network are the results of the European large-scale pilot (LSP) project PEPPOL, and further enhanced based on the results from the e-SENS project.
- OpenPEPPOL provides well-recognised **testing tools** for ensuring compliance to the technical specifications.
- OpenPEPPOL provides for **sustainable governance** of technical specifications and solutions.

EU governments and public authorities should take advantage of the CEF funds available to set up consortia with private entities, implementing eInvoicing based on the PEPPOL Business Interoperability Specifications (BIS), and using the PEPPOL eDelivery network as the exchange mechanism, by connecting to or setting up PEPPOL Access Points.

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[8] https://peppol.eu/wp-content/uploads/2017/07/2016-Letter-of-understanding-on-AS4-transition.pdf

PEPPOL represents the biggest user community of the eDelivery DSI, with more than 150 Access Points already deployed in the EU, USA and Canada. PEPPOL-based solutions have been implemented in 19 countries.

Private entity service providers can work with public authorities to introduce PEPPOL in countries where it has not yet taken roots; alternatively, service providers and public sector entities can also set up their own consortia in countries where the public sector has already implemented PEPPOL.

## PEPPOL Authorities

When setting up consortia, Member States should also consider the establishment of a PEPPOL Authority, ensuring the widest uptake (and market impact) of compliant eInvoicing and eDelivery services in their domains. PEPPOL Authorities (PAs) are mostly government entities responsible for the governance, standardisation and implementation of eProcurement/eInvoicing and/or eGovernment, at a national, sectoral or regional level within Europe (EU/EEA).

PEPPOL Authorities[9] have already been successfully established in Belgium, Denmark, England, Italy, Netherlands, Norway, Poland and Sweden, with other interested countries including Austria, Ireland and Greece.

## PEPPOL Coordinating Communities

Consortia participants should be members of OpenPEPPOL and join one of the OpenPEPPOL Coordinating Communities. As a participant in one of the Coordinating Communities you will participate in the development and governance of the relevant specifications. The members of Coordinating Communities are invited to:

- Join regular web meetings
- Attend two annual F2F meetings
- Join work groups established by the Community
- Apply for appointments to the Change Management Board,
- Apply for appointments to the development teams and the test teams
- Participate in member reviews of development activities

The OpenPEPPOL Coordinating Communities are:

| Transport Infrastructure Coordinating Community | On-going maintenance and sustainability of the e-Delivery network. The CC provides a forum for all PEPPOL APs and SMPs for collaboration and knowledge sharing. |
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| Post-award Coordinating Community | On-going maintenance and expansion of the eOrdering and eInvoicing related specifications. The CC provides a forum for all PEPPOL |

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[9] http://peppol.eu/who-is-who/peppol-authorities/

| | members interested in Pan- European Post Award standardization, for collaboration and knowledge sharing. |
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| **Pre-award Coordinating Community** | On-going development of the Pre-Award Specifications for tendering, including the Virtual Company Dossier and the eCatalogue.<br><br>The CC provides a forum for members interested in further development of Pre-Award processes. |
| **eSignature and eID Coordinating Community** | Currently the community is not independently active, but members are engaged in the Pre-Award community instead. |

## 5.2  Proposals to increase uptake

This type of proposals should be focused on **increasing the actual implementation and use** of eInvoicing solutions compliant with the European standard and its ancillary deliverables by public entities. The objective should be to facilitate increased uptake, **especially by regional and local authorities**, in meeting the requirements of the eInvoicing Directive 2014/55/EU. This type of proposal should primarily be **aimed at implementing eInvoicing with service providers and users who does not yet have such capabilities.**

Through its PEPPOL Authorities and the Post-Award Coordinating Community, OpenPEPPOL can offer valuable insight on the type of activities needed and the requirements of the targeted uses groups.

As mentioned in section 5.1 above, OpenPEPPOL has initiated an activity to provide the market with the **PEPPOL BIS for eInvoicing version 3**. This specification, currently under development and planned to be ready in December 2017, is positioned as a Core Invoice Usage Specification (CIUS) **compliant to the European standard** (CEN/EN 16931-1) providing syntax binding to UBL compliant to CEN/TS 16931-3-2 **to facilitate both domestic and cross-border eInvoicing in Europe**. It is also worth noting that the PEPPOL model of using the PEPPOL BIS as a common denominator for cross-border interoperability with different countries is well recognised.

**Applicants not yet a member of OpenPEPPOL may request funding for taking part in the consensus building process of OpenPEPPOL as part of their proposed Action**, i.e. for membership and participation in the OpenPEPPOL Coordinating Communities. If you plan to include a request for such funding, please contact OpenPEPPOL at info@peppol.eu for further information.

Based on the requirements described in previous chapters, the below list provides some examples of PEPPOL-based activities and related tasks that could be considered for inclusion in a proposal. The list is provided for illustration only and should not be considered exhaustive nor applicable to all situations.

### Capacity Building

- Build PEPPOL competence within the participating organisations involved on the legal, business and technical aspects of eInvoicing.

### Implementation Strategy

- Evaluate and identify changes to the organisational processes and procedures required to take benefit from eInvoicing.

### Implementation

- Implement changes to existing procedures and processes
- Procurement of the required technical eInvoicing solution or service.
- Implementation of the eInvoicing solution or service.
- Deploy or connect to an Access Point and a Service Metadata Publisher.
- On-boarding of suppliers to make use of eInvoicing.

### Testing

- Test of the eInvoicing solution or service.

### Deployment and Governance

- PEPPOL Coordinating Community enrolment

## 5.3   Proposals to update an existing solution

This type of proposals should be focused on **updating existing eInvoicing solutions** and implementations to become compliant with the European standard and its ancillary deliverables by public entities. The objective should be to ensure that solutions compliant with the European standard and its ancillary deliverables are made available for use in the market, and thereby facilitate public entities in meeting the requirements of the eInvoicing Directive 2014/55/EU.

Through its PEPPOL Authorities and the Post-Award Coordinating Community, OpenPEPPOL can offer valuable insight on the type of activities needed and the requirements of the targeted uses groups.

As mentioned in section 5.1 above, OpenPEPPOL has initiated an activity to provide the market with the **PEPPOL BIS for eInvoicing version 3**. This specification, currently under development, is positioned as a Core Invoice Usage Specification (CIUS) **compliant to the European standard** (CEN/EN 16931-1) providing syntax binding to UBL compliant to CEN/TS 16931-3-2 **to facilitate both domestic and cross-border eInvoicing in Europe**. It is also worth noting that the PEPPOL model of using the PEPPOL BIS as a common denominator for cross-border interoperability with different countries is well recognised.

**Applicants may request funding for taking part in the consensus building process of OpenPEPPOL as part of their proposed Action**, i.e. for membership and participation in the

OpenPEPPOL Coordinating Communities. If you plan to include a request for such funding, please contact OpenPEPPOL at info@peppol.eu for further information.

Applicants may also request funding to **upgrade from the current PEPPOL BIS version 2 to the new PEPPOL BIS version 3 or to provide support for the PEPPOL BIS version 3** in their existing solutions and services.

Based on the requirements described in previous chapters, the below list provides some examples of PEPPOL-based activities and related tasks that could be considered for inclusion in a proposal. The list is provided for illustration only and should not be considered exhaustive nor applicable to all situations.

### Capacity Building

- Build PEPPOL competence within the participating organisations involved on the legal, business and technical aspects of eInvoicing.

### Implementation Strategy

- Carry out information analysis, such as semantic mapping of the PEPPOL BIS to the relevant internal format or database.
- Identify or design validation mechanisms, and archiving mechanisms.

### Implementation

- Create the syntax transformation to/from the relevant internal format or database - based on the semantic data mapping.
- Implement XML validation mechanisms.
- Deploy or connect to an Access Point and a Service Metadata Publisher.

### Testing

- Test validation/transformation/archiving capability.

### Deployment and Governance

- PEPPOL Coordinating Community enrolment

## 5.4   Proposals to integrate eDelivery

Applicants should take note that the implementation of eDelivery is not in itself an objective of this call. **Activities related to eDelivery should be positioned as complementing one of the other two type of actions** supported under this call. The objective should be to address **eDelivery for electronic document delivery** by deploying the eDelivery Building Block or proving the use of eDelivery through a service provider.

If the deployment of eDelivery is included in the proposal, support will be given to activities aiming to:

a. deploy access points and/or to operate access points for one year;
b. deploy Service Metadata Publishers and/or to operate Service Metadata Publishers for one year;
c. upgrade data exchange solutions (Commercial Off-the-Shelf (COTS), Open-Source Software (OSS) and other) to support, and therefore fully comply with, the CEF eDelivery standards. A typical upgrade involves adding or configuring functionality to the data exchange solution to support the CEF eDelivery standards (e.g. encryption algorithm, four-corner model support, support of dynamic discovery, etc.).

**For the purposes of this call, an Access Point must be an implementation of the e-SENS AS4 profile (developed by e-SENS and now maintained by CEF). The Service Metadata Publisher (SMP) must be an implementation of the SMP Specification developed by e- SENS on top of the OASIS SMP Specification, also maintained by CEF.**

As mentioned in section 5.1 above, the **PEPPOL eDelivery network is conformant to the targeted eDelivery solution defined by the call**, through the availability of the e-SENS AS4 Profile compliant PEPPOL AS4 profile as an optional communication protocol in the PEPPOL eDelivery network based on a Letter of Understanding with the European Commission.[10]

Applicants may request funding to **add support for the e-SENS AS4 profile and SMP to their existing PEPPOL eDelivery solution or service** (i.e. implementation of AS4 with an AS2/AS4 ebHandler Conformance Clause).

Through its PEPPOL Authorities and the Transport Infrastructure Coordinating Community, OpenPEPPOL can offer valuable insight on the type of activities needed and the requirements of the targeted uses groups. **Applicants may also request funding for taking part in the consensus building process of OpenPEPPOL as part of their proposed Action**. If you plan to include a request for such funding, please contact OpenPEPPOL at info@peppol.eu for further information.

Based on the requirements described in previous chapters, the below list provides some examples of PEPPOL-based activities and related tasks that could be considered for inclusion in a proposal. The list is provided for illustration only and should not be considered exhaustive nor applicable to all situations.

## Capacity Building

- Build PEPPOL competence within the participating organisations involved on the legal, business and technical aspects of eInvoicing.
- Build competence related to the technical specifications of the PEPPOL Transport Infrastructure, legal framework (PEPPOL Agreements), service levels and planning.

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[10] https://peppol.eu/wp-content/uploads/2017/07/2016-Letter-of-understanding-on-AS4-transition.pdf

- Establish support management and security issue management routines/structure

## Implementation Strategy

- Evaluate alternatives: gap analysis of existing components; assess which components and functionalities must be added and how to implement them (such as application framework, OS, hosting, load balancing, protocol support, addressing look-up, transformation, logging, tracing signing, searching and archiving)
- Identify or design validation mechanisms, and archiving mechanisms.
- Revise the service provisioning architecture to include and integrate eDelivery.
- Establish solution architecture.

## Implementation

- Development/integration of new components
- Integration of new and existing logging and traceability solutions
- Maintenance tool support for PKI

## Testing

- Test validation/transformation/archiving capability.
- Test the sending and receiving of eInvoices over a 4-corner model using the PEPPOL eDelivery network.

## Deployment and Governance

- PEPPOL Coordinating Community enrolment
- Legal interoperability / compliance with the PEPPOL Agreement for Access Point providers
- Routines for monitoring, reporting and support (ensuring compliance with PEPPOL TIA)
- Operation or use of a compliant PEPPOL Access Point, i.e. an Access Point implementing the e-SENS AS4 profile compliant PEPPOL AS4 profile
- Operation or use of a compliant PEPPOL Service Metadata Publisher, i.e. an SMP implementing the SMP Specification developed by e- SENS on top of the OASIS SMP Specification

# 6 OpenPEPPOL Support

OpenPEPPOL AISBL will provide guidance to national authorities on how to establish a PEPPOL Authority and help them to provide support for consortia who wish to prepare PEPPOL-based proposals for the 2017 CEF Telecom Call for Proposals for generic services for the eInvoicing DSI.

For more information about OpenPEPPOL and how the Association can provide support for public or private entities that would like to prepare PEPPOL-based proposals in the current CEF Telecom Call for Proposals, please contact info@peppol.eu.

## OpenPEPPOL Coordinating Communities (CC)

The PEPPOL Coordinating Communities will typically assist economic operators and service providers regarding questions of a more technical nature related to the content and possible use of the PEPPOL components.

**Transport Infrastructure CC**
Leader: Hans berg
Email: hans.berg@tickstar.com

**Post-Award CC**
Leader: Sören Pedersen
Email: soren.pedersen@esv.se

## PEPPOL Authorities – contact points

PEPPOL Authorities will typically help economic operators and service providers to identify and assess projects eligible for funding. PEPPOL Authorities may also participate in consortia, and validate the project from a national perspective (which is required for consortia exclusively composed of private sector entities)**.**

**Belgium**
Serge Libert
Email: Serge.Libert@fedict.be

**Netherlands**
Kolette Visser
Email: Kolette.visser@sidn.nl

**Denmark**
Sven Rostgaard Rasmussen
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**Norway**
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**England**
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**Poland**
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## About OpenPEPPOL
OpenPEPPOL AISBL is an international non-profit association established under Belgian law. The association became operational in September 2012, following the successful completion of the

PEPPOL project. The PEPPOL project was a large-scale pilot project under the ICT Policy Support Programme (ICTPSP) part of the EU Competitiveness and Innovation Framework Programme (CIP).