

## PA Specific Requirements

### Applicable Jurisdiction

Territorial coverage	New Zealand
Peppol Service Domain coverage	<ul style="list-style-type: none"> <li>• Pre-award Procurement</li> <li>• Post-award Procurement</li> <li>• Addressing and capability look-up</li> </ul>
If applicable, terms and conditions related to Peppol Service Domains specific to the Peppol Authority	None

### Updates to A-NZ GitHub content

Any new material or updates to existing content hosted on A-NZ GitHub will be consulted on with OpenPeppol and New Zealand accredited Service Providers, and Service Providers seeking accreditation in New Zealand prior to publication.

#### 1. Applicable or allowed identifier or identification schemes

Applicable	Detailed description
Yes	New Zealand Business numbers (NZBN)s must be used as the legal registration number for New Zealand buyers and sellers.

#### 2. Information Security

Applicable	Detailed description
Yes	<p>Service Providers must meet information security requirements defined by the New Zealand Peppol Authority (NZPA).</p> <p>Guidance Note 03 Information Security on A-NZ GitHub provides clarification and detail on the requirements. This includes the requirement for Service Providers to complete a security questionnaire and provide evidence of meeting the requirements for accreditation and demonstrate their continued compliance to maintain their accreditation.</p>
Yes	<p>The Peppol framework requires Service Providers to ensure End User identification is completed.</p> <p><i>Guidance Note 10 End User Identification</i> on A-NZ <a href="#">GitHub</a> details how Service Providers are to complete this for Australian entities. This includes requirements for:</p> <ul style="list-style-type: none"> <li>• a documented process for End User identification</li> <li>• End User authorisation to enable access to the Peppol network</li> </ul>

	<ul style="list-style-type: none"> <li>collecting and/or validating End User information</li> <li>annual checks.</li> </ul>
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### 3. Reporting on End User information and transaction statistics

Applicable	Detailed description
Yes	<p>Service Providers must report statistics to the NZPA.</p> <p>(note: it is intended that this requirement will be replaced by the Peppol centralised reporting once that is in place and fully operational)</p> <p>Guidance Note 07 Reporting Statistics to Peppol Authority on A-NZ GitHub defines how to report to the Australian Peppol Authority. At a minimum, Service Providers must report information about transactions for Australian entities monthly to the Australian Peppol Authority:</p> <ul style="list-style-type: none"> <li>a) number of effective senders;</li> <li>b) number of effective receivers;</li> <li>c) number of transactions sent per Document Type ID; and</li> <li>d) number of transactions received per Document Type ID.</li> </ul> <p>Reports shall be sent to the Peppol Authority no later than 10 working days following the end of the calendar month being reported.</p>

### 4. Mandatory use of centralised services and global specifications

Applicable	Detailed description
No	

### 5. Service Level Requirements

Applicable	Detailed description
No	

### 6. Use of local interoperability specifications

Applicable	Detailed description
Yes	Service Providers must support mandatory business documents.

	<p>Specifications and guidance for A-NZ business documents are on A-NZ GitHub. These are:</p> <ol style="list-style-type: none"> <li>1. A-NZ invoice specification (mandatory)</li> <li>2. A-NZ credit note (mandatory)</li> <li>3. A-NZ self-billing specification (optional)</li> <li>4. A-NZ self-billing credit note (optional)</li> </ol>
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## 7. Service Provider Accreditation

Applicable	Detailed description
<b>Yes</b>	<p>Service Providers must be accredited by the NZPA. The accreditation process has been implemented to help protect all New Zealand participants.</p> <p>Service Providers must complete the New Zealand accreditation process. This includes:</p> <ul style="list-style-type: none"> <li>• Due diligence checks (including insurance),</li> <li>• Security requirements (including a security questionnaire), and</li> <li>• Interoperability testing to demonstrate the ability to support the A-NZ specifications</li> </ul> <p>There will be an annual review of the accreditation status to ensure the Service Providers continues to meet their obligations on an on-going basis.</p>