

Guidelines to join Basware Network for E-invoicing service providers

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Executive Summary

Basware believes that an open network offers the scale, flexibility and interoperability required by its customers worldwide. To offer both buyer and supplier organizations an interoperable platform for e-invoicing, Basware is at the center of an extending partner network of global and local e-invoicing service providers.

The inter-operator connections allow invoice issuers and recipients to connect within Basware's partner operator network, tapping into the economies of scale that assure no additional cost for the supplier or buyer. Basware's current inter-operator network - which consists of over 100 e-invoicing service providers - is the largest in the world, connecting customers to over 160,000 suppliers across the globe.

Basware is committed to increasing the scale and reach of its network to reduce the cost and complexity of global connectivity for all open network members.

Basware's open network approach was originally deployed together with the Finnish e-invoice service providers to encourage the rapid adoption of e-invoicing among organizations. This process began in 2000 and today inter-operator connections are so well established that invoice issuers only need to add the e-invoicing address in their billing systems to get the process started.

Crucially, there is no need to modify the technical connection between service providers and individual organizations are able to start with e-invoicing easily and quickly. The only thing needed is the customer's e-invoicing address, which in many countries can be looked up from a public e-invoice address directory.

Maintained by service providers and an independent e-invoicing association (Tieke), the open directory allows any organization to check whether their business partners are listed in as e-invoice issuers or receivers. Naturally, the organizations can also choose not to list their information. However, companies quickly recognize the benefits of sharing such information and this has proved pivotal to the success of further increasing e-invoice share on markets.

Indeed, sharing information on organizations' capabilities to send or receive e-invoices has proven to be advantageous for all parties involved in the process - the supplier organization, the buyer organization and their e-invoice service providers.

1 Operator Questionnaire

1.1 Document Instructions

This generic Operator Questionnaire document will be used for all e-invoicing operators which are not yet connected to Basware Open Network. Based on operator's technical and commercial abilities and terms and conditions, Basware requests operators to read it though and answer the questions below. By answering the questions Basware has a preliminary overview of prospect operators to be connected. This document is not an agreement but works as a frame document for possible Open Network agreement negotiations.

After filling in the questionnaire, please send it to the address mentioned in chapter 1.6.

1.2 Operator information

Operator name	
Country of Registration	
Est. amount of connected e-invoice senders	
Est. amount of connected e-invoice receivers	

1.3 Operator Contact person information

Commercial contact	
Name	
Title	
Phone number	
E-mail address	
Technical contact	
Name	
Title	
Phone number	
E-mail address	

1.4 Open Network code of conduct

Please read through below list of Basware Open Network codes of conduct and answer based on the rules of your company and if you comply with these principles. Remember that these answers are used as a framework when outlining possible Open Network agreement between you company and Basware. Answers will help Basware to review possibilities to make the agreement with your company.

Commercial principle	Answer
Connections between e-invoice operators are without cost or transaction fees.	
Basware prefers operators that will not charge implementation fees from its existing customers to enable connection to Basware network.	
Basware prefers operators that will exchange lists of connected senders and receivers of e-invoices with Basware.	
Both parties will keep own customers updated during implementation process and will provide necessary support when needed.	
Technical principle	Answer
Your company is able to connect to Basware by utilizing one of data transfer protocols listed in chapter 1.5.*	
Your company is able to supply to Basware one of data formats listed in chapter 1.6. Answer the most preferred format. If none of the invoice data formats are possible, provide your preferred data format type. *	

1.5 Available data transfer protocols and formats

Available data transfer protocols	Available data formats
• FTP (1. Recommended) • SFTP (2. Recommended) • AS2 • HTTPS (currently under development) • Basware sender solution (BTS)	• Teapps XML (1. recommended) • Finvoice (2. recommended) • HR XML • EHF • E2B XML • Svefaktura • NesUBL XML • OIOXML • OIOUBL
* If you do not comply with any of above data transfer protocols or data formats, Basware does not guarantee that the connection will be implemented	

1.6 Contact details

For additional questions and after filling this document, please send it to Basware via email for review and further negotiations.

Basware Open Network
operators@basware.com
www.basware.com

2 Useful links for Operators

2.1 Basware Open Network concept

Please find the full description of Basware Open Network concept from

<http://www.basware.com/about-us/basware-commerce-network>

2.2 Connected Operators to Basware Open Network

In order to understand the vast coverage of Basware Open network, we recommend you to take a look at the latest list of connected e-invoice and e-order Operators at

<http://www.basware.com/about-us/interoperability>