

**dspanz.** digital service providers  
australia new zealand

# Peppol Industry Committee

Charter Document

Version 1.0



# Purpose

The purpose of the Peppol Industry Committee is to support software developers and interested parties involved in the development and adoption of eInvoicing solutions in Australia, New Zealand and across the Peppol network.

The Committee aims to represent and advocate for the different stakeholders in the Peppol community and allows members to be more involved in how DSPANZ represents the Digital Service Provider (DSP) industry on eInvoicing.

Understanding that Peppol is more than just eInvoicing, this Committee will also have a focus on other eDelivery opportunities for our members and the wider eInvoicing community.

## Background

DSPANZ has had a vital role in progressing A-NZ eInvoicing since 2015 where we were founding members of the Digital Business Council. Since then, DSPANZ and our members have been involved in implementing Peppol eInvoicing across Australia and New Zealand.

## Objectives

The main objectives of this Committee include:

- Monitoring opportunities and developments in eInvoicing
- Making recommendations on eInvoicing policies, technologies and their commercial implications
- Progressing eInvoicing awareness and adoption in both Australia and New Zealand
- Providing a platform for engagement with DSPANZ members and the broader Peppol community
- Ensuring the voice of both software developers and Access Points is being heard by policy makers (e.g. OpenPeppol, Peppol Authorities, Government)

## Participants

This Committee is a committee of the Board (i.e. it is not a Member's Committee as defined in the Constitution). Committee members can either be DSPANZ Directors or DSPANZ members. Membership of the Committee is reviewed annually and members can express their interest in joining the Committee.

Membership will be sought from members that are interested in and involved in eInvoicing and eDelivery within their organisation to support the work of the Committee. Committee members are asked to represent the industry, as opposed to solely representing their individual business interests, while taking part in and representing this Committee. The Committee may appoint additional members as required.

At the first meeting of each year, the Committee will appoint one or two of the members as Chair(s) of the Committee. One of these members must be a DSPANZ Director. For the first year of this Committee there will be a transition period where the existing eInvoicing Co-Chairs will continue their roles for the remainder of the 2022 calendar year.

Current members of this group include:

Name	Position	Company
Matt Lewis	Co-Chair	Capability Wise
Simon Foster	Co-Chair / DSPANZ Director	Xero
Abby Lee	Member	Pagero
Ann White	DSPANZ Director	Ozedi
Kris Elliott	Member	Storecove
Rick Harvey	Member	Layer Security
Sagie Shaposhnykov	Member	Pagero
Sam Hassan	Member	Link4

DSPANZ staff will assist in providing secretariat support to this Committee.

## Stakeholders

Internal to DSPANZ:

- Other Industry Committees
- Access Point provider members and software developers enabling eInvoicing
- DSPANZ Board

External to DSPANZ:

- Peppol Authorities - ATO and MBIE
- Government agencies adopting eInvoicing
- OpenPeppol

- Other bodies and associations on relevant issues

## Meetings

This Committee will hold meetings regularly. Meetings will generally be held via Zoom or other video conferencing platforms. A quorum will be greater than 50% of the Committee's members.

Each meeting will be recorded for the purpose of minute taking unless stated otherwise. All recordings will be deleted once the minutes are produced. Only decisions of the Committee will be recorded in minutes. Discussion and deliberation of the Committee will not be included to encourage open conversation.

The Committee Chair/s or secretary will report to the Board following each meeting. Meeting summaries, where appropriate, will also be published on the DSPANZ website.

## Communication

### **Internal Committee communication:**

This Committee has a dedicated Slack channel for Committee members to communicate outside of meetings. Otherwise, email will be used to communicate and share agendas and minutes.

### **External Committee communication:**

This Committee has a corresponding category on the Forum where information about this Committee and other Peppol related matters are shared.

DSPANZ members are also invited to sign up to this Committee's communication group where they can receive invites to events and activities, relevant Peppol updates and opportunities to be involved in Peppol related submissions and policy work.