Digital Service Providers Australia New Zealand

Attachments Focus Group
Meeting 3, 19 September 2022

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Today's Agenda

1. Introduction and Acknowledgement of Traditional Owners

2. Developing principles / guidance

3. Virus scanning attachments

4. Continue attachment use case discussion

5. Wrap up and Next steps

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Developing Principles / Guidance

Key topics discussed so far:

1. **Varied AP and BMS capabilities and service offerings exist for supporting attachments:** (survey pending)
   a. Size limitations / format / etc. Define what is supported by Peppol.
   b. Education for end users – set expectations / outline considerations in outcome document

2. **The role and limitations of the current Peppol BIS3 semantic model:** (next meeting)
   a. Attachment functionality is not *intended* for including a copy of the invoice (such as PDF).
   b. This is not in strict compliance with the specification, **but** it plays an important role (and will continue to for next few years) in supporting adoption and the change management process.
   c. Initial discussion on the use of attachment metadata to support automation, including the potential to raise an RFC to extend the current BIS3 post-award specification and/or align with pre-award specifications.

3. ~~Classification of datasets for attachments~~

4. **Different use cases for attachments** (ongoing)

5. **Education for end users on sending attachment** (Reducing file size, Appropriate use etc)

6. **Recommendations to OpenPeppol** (ongoing consideration)

7. **Virus scanning attachments** (next topic)

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Considerations for Virus Scanning Attachments

The Peppol Service Provider Agreement (between Service Providers and the Peppol Authority), under section 10. General Undertakings, states the following:

- **[Clause 10.3]** The Parties shall use measures and procedures in accordance with accepted best industry practices to protect their own data systems used to perform this Agreement against illicit use, malicious code, viruses, computer intrusions, infringements and illegal tampering of data and other comparable actions by third parties.

- The Parties agree to use accepted best industry practices and efforts to avoid the transmission of any viruses, time bombs, worms or similar items or any computer programming routines that may interfere with other Parties computer systems.

Further considerations for C1 & C4

- C1 and C4 are not bound by the SP Agreement, and practices will be subject to commercial agreements.

- It is recommended for end users/software providers (BMS) that virus scanning of attachments should be made in line with the SP agreement, noting this will depend on commercial agreements.

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Service Provider Survey update – How attachments currently handled

Preview of Survey

[Ready for distribution]

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Discuss use cases

Types of attachments:
- Legal notices & regulatory compliance
- Marketing messages (some users may not want this – opt-in vs opt-out)
- Usage / statement data (lower level usage data supporting invoice etc) (may be opportunity for standardisation)
- Supporting documentation (timesheets, vehicle usage data)(often for back-office cost allocation)
- (Anti-pattern) Don't embed other Peppol documents (credit note, order, etc) – reference instead
- CAD drawings

What is missing?

What other concerns need to be considered?
- Time sensitivity of the attachment..
- Has it been viewed by the user..
- Security classification
- Does it require protection.. E.g. password protection on an Excel spreadsheet.

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Wrap Up & Next Meeting

- Wrap up

- Next meeting: 2 weeks time

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