

Draft

May 2013

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UNITED NATIONS ECONOMIC COMMISSION FOR EUROPE

UNITED NATIONS CENTRE FOR TRADE FACILITATION
AND ELECTRONIC BUSINESS (UN/CEFACT)

**BUSINESS REQUIREMENTS SPECIFICATION
(BRS)**

Approved: UN/CEFACT Bureau _____

Version: 3.0

Release: 1.0

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Document History

Phase	Status	Date Last Modified
First creation of this BRS for CFEM based on CCTS version 3	Created for Public Review	30 th May 2013

Figure 1 – Document History

Change Log

Date of Change	Version	Paragraph Changed	Summary of Changes

Figure 2 – Document Change Log

1. Preamble

Document authority:

UN/CEFACT – Supply Chain Project Domain Area – CFEM Project (Contract Financial Execution Management).

Process of creating and approving the document:

The document was created within Supply Chain PDA by the CFEM Project following an initial version produced by UN/CEFACT TBG6 CFEM Project.

The present document is conforming to the documented processes and messages of UN/CEFACT CCTS version 3 and NDR version 3.

2. References

The following standards have been referred to in the development of these business requirements specifications. Other key references are shown in the appropriate part of the document.

- UN/CEFACT. CEFACT’s Modelling Methodology (UMM): UMM Meta Model – Core Module. (Candidate for 2.0). 2009-01-30.
- UN/CEFACT. CEFACT’s Modelling Methodology (UMM): UMM Meta Model – Foundation Module. (Candidate for 2.0). 2009-01-30.
- UN/CEFACT. BUSINESS REQUIREMENTS SPECIFICATION (BRS) Documentation Template version 2.0 and rev.1.0. January 2010.

Formal definitions of many of the technical terms used in this BRS specification may be found in the above references.

3. Objective

UN/CEFACT's goal is to support governments and businesses with the provision of e-business standards to facilitate trade, with a primary focus on emerging and transition economies. Interoperable systems are key to reaching this goal which in turn requires data and process standardisation.

The BRS is the mechanism for documenting user requirements and guiding the standards development process. The Requirements Specification Mapping documents the proposed technical solutions to meet these requirements.

This project aims to standardize business process and information entity of cross-industrial electronic contracting and invoicing. Either in public procurement or in business to business domains.

The Business Process is the detailed description of the way trading partners intend to play their respective roles, establish business relations and share responsibilities to interact efficiently with the support of their respective information systems.

Each Business Transaction is realized by an exchange of Business Documents (also called messages). The sequence in which these documents are used, composes a particular instance of a scenario and are presented as use cases in the document.

The business documents are composed of Business Information Entities (BIE), which are preferably taken from libraries of reusable business information entities. The contents of the business documents and the Business Information Entities are presented using class diagrams.

4. Scope

a. Description

Contract Financial Execution Management is a set of processes for invoicing based on a contract describing the expected deliveries and conditions.

It is usually following a tendering process, especially in the context of Public Procurement.

b. Contexts

Context Category	Description
Product Classification	In all contexts
Industry Classification	In all contexts
Geopolitical	In all contexts
Official Constraints	When in public procurement, local public procurement regulations can be applicable
Business Process Role	Main roles are Buyer and Seller (Client, procuring organization and Supplier).
Supporting Role	Supporting roles can be offered by third parties such as quantity surveyors, architects, banks, or any party receiving a mandate to achieve a task allocated to Buyer or Supplier.
System Capabilities	In all contexts

5. Business Requirements Elaboration

a. Business Requirements List

Number	Business Requirement Statement	Business Transaction Name for this Requirement
1	Contract Financial Execution Management messages must allow payment requests based on the progressive fulfilment of the contractual requirements or delivery requests.	
2	Contract Financial Execution Management messages must allow that payment requests refer both to the structure of the contractual requirements (requirements catalog) and to the structure of the suppliers deliverables (supplier's catalog in the case of products).	
3	Contract Financial Execution Management messages must be usable both for public and private procurement.	
4	Contract Financial Execution Management messages must allow parties to synchronize their contract management systems with a common view of the contract parameters	Send Contract Financial Parameters
5	Contract Financial Execution Management messages must allow supplier to send a payment request (or invoice) with due justification of the requested amount.	Request Payment
6	Contract Financial Execution Management messages must allow a client who has received a Payment Request to reply to the supplier, accepting or amending the requested amount, with due justification.	Issue Payment Certificate

b. Definitions Business Terms

Client	The party by which goods, services or works are bought and who signs the contract. It could be the Buyer Contract Authority, or the Procuring organization.
Supplier	The party by which goods, services or works are sold and who signs the contract. Equivalent to contractor.
Contract	A legally binding agreement between two parties in which the specific titles, rights, commitments and obligations of both parties are defined. Especially, here, payment terms and means must be part of the agreement.
Guarantor	A person or an organization giving a written or other undertaking to answer for the payment of a debt or for the performance of an obligation by another person or organization in the first instance
Guarantee	A written or other undertaking to answer for the payment of a debt or for the performance of an obligation by another person or organization in the first instance
Send Contract Financial Parameters	This business process covers the sending of the initial contract financial parameters and any subsequent contract parameter modifications
Request Payment	This business process covers the sending of a request for payment based on contractual terms and/or delivery statement.
Send Payment certificate	This business process covers the response to a payment request by a Payment Certificate indicating the amount of payment accepted with all justifications.

c. Business Requirements View

Diagram: Contract Invoicing

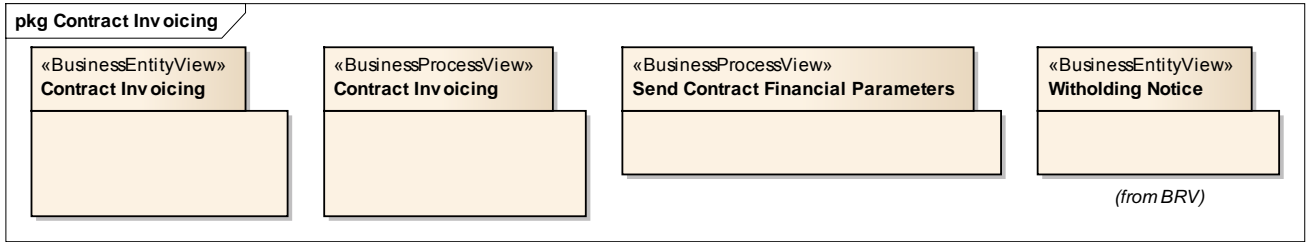


Diagram: Contract Financial Parameters

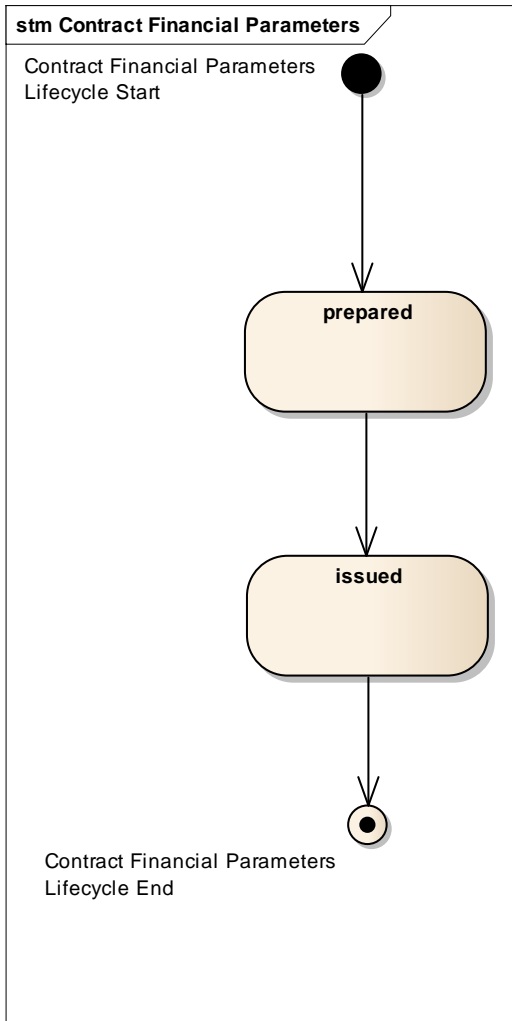
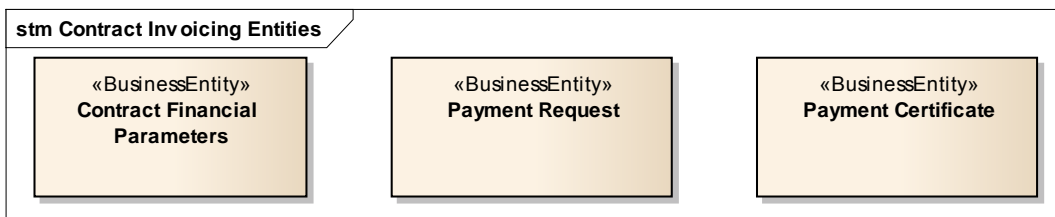


Diagram: Contract Invoicing Entities



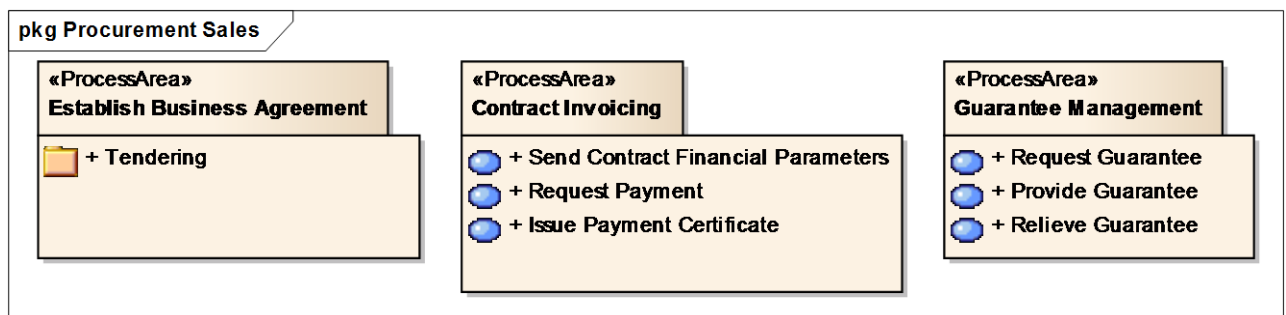
6. Business Domain View

Procurement Sales «BusinessArea»

Included in

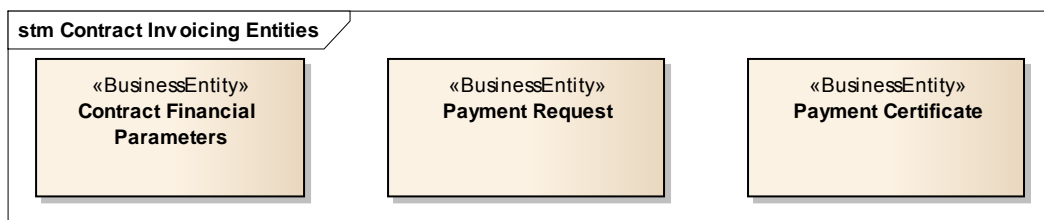
Supply Chain-BDV «BusinessArea»

Description:

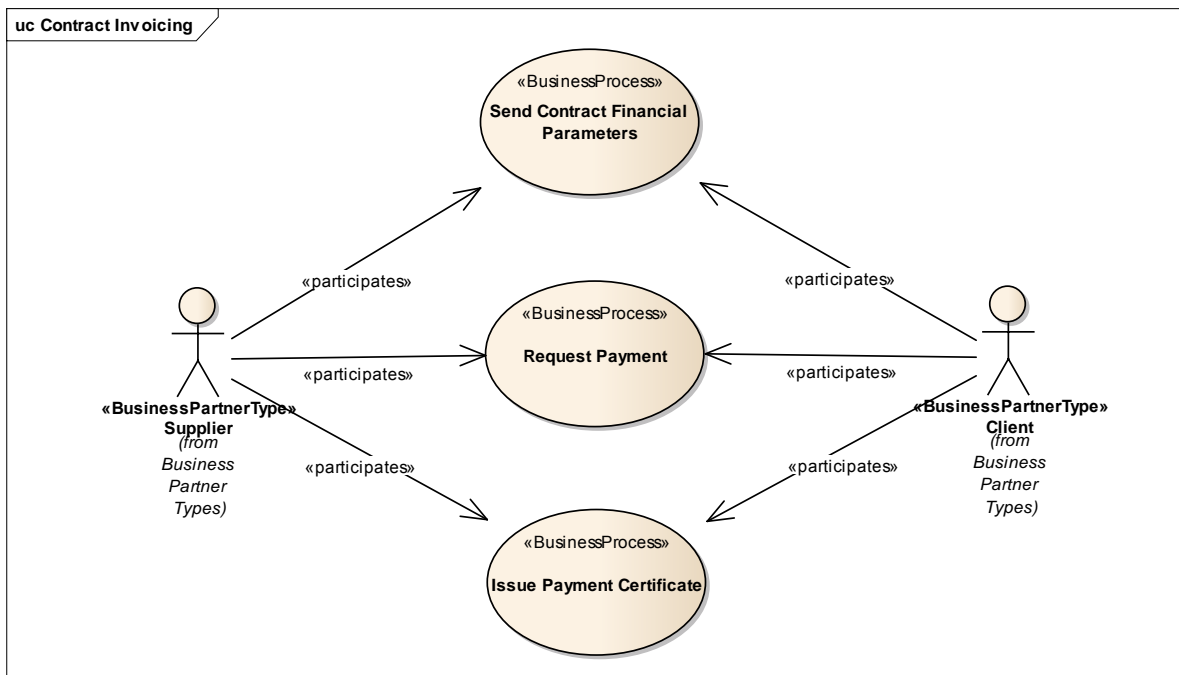


Contract Invoicing Entities

Description:



Business Process Use Case



7. Send Contract Financial Parameters «Business Process»

Description: This business process covers the sending of the initial contract financial parameters and any subsequent contract parameter modifications

Pre and Post-Conditions

- **Pre-condition:** A contract for the supply of goods, services or works has been entered into by the Client and Supplier.

Actions

Basic Path: The Client sends the Contract Financial Parameters to the Supplier.

- 1) The use case begins when the Client sends the Contract Financial Parameters to the Supplier.
- 2) The Supplier checks the Contract Financial Parameters.

Exception: The Contract Financial Parameters do not agree with the Contract documents.

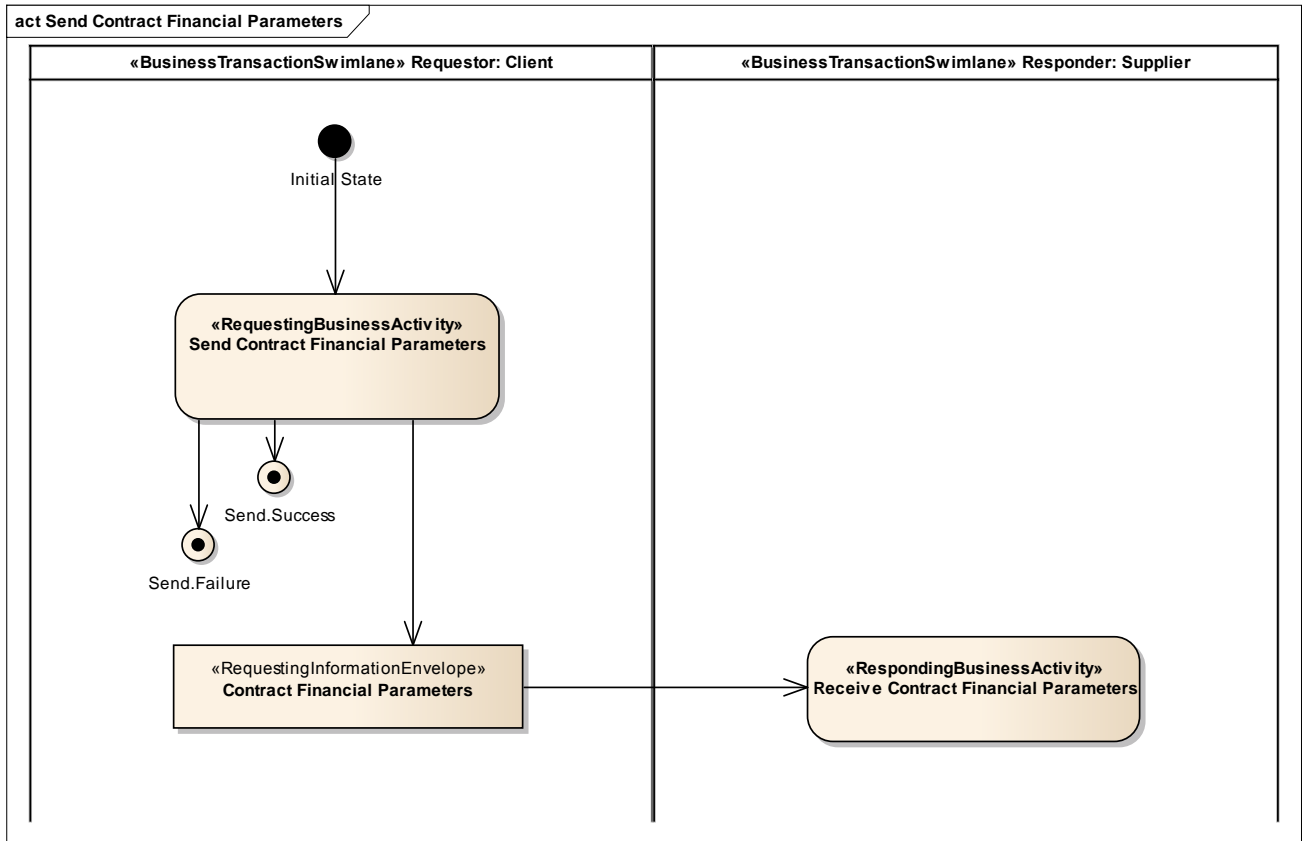
- 3) The use case ends when the Supplier has setup its financial systems ready for contract invoicing.

Exception: The Contract Financial Parameters do not agree with the Contract documents.

- 1) In Step 2 the Contract Financial Parameters do not agree with the Contract documents so the Supplier sends an error notice to the Client regarding the error or errors found.
- 2) The use case ends when the Client has received the error notice.

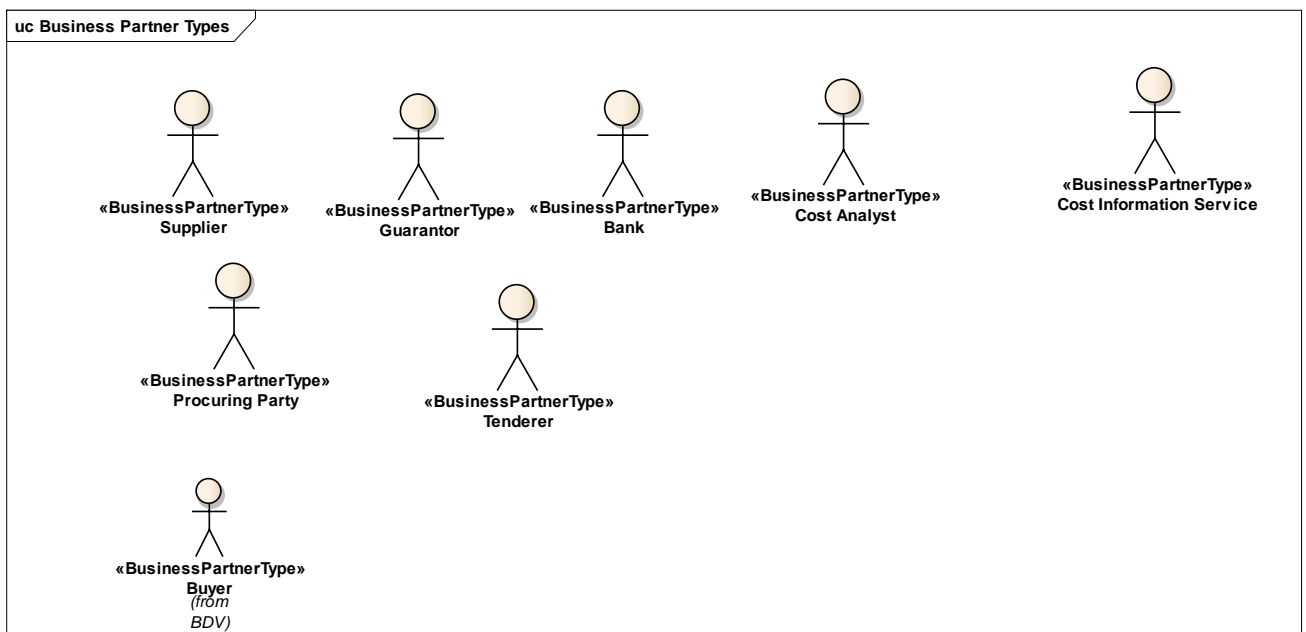
Business Process Activity Diagram

Diagram: Send Contract Financial Parameters



Business Partners View – Participants and Stakeholders

Diagram: Business Partner Types



8. Request Payment «Business Process»

Description: This business process covers the sending of a request for payment based on contractual terms and/or delivery statement.

Pre and Post-Conditions

- **Pre-condition:** A contract for the supply of goods, services or works has been entered into by the Client and Supplier.
Pre-condition: The client has sent the Contract Financial Parameters and the Supplier has received them
Post-condition: The Client has received a Payment Request

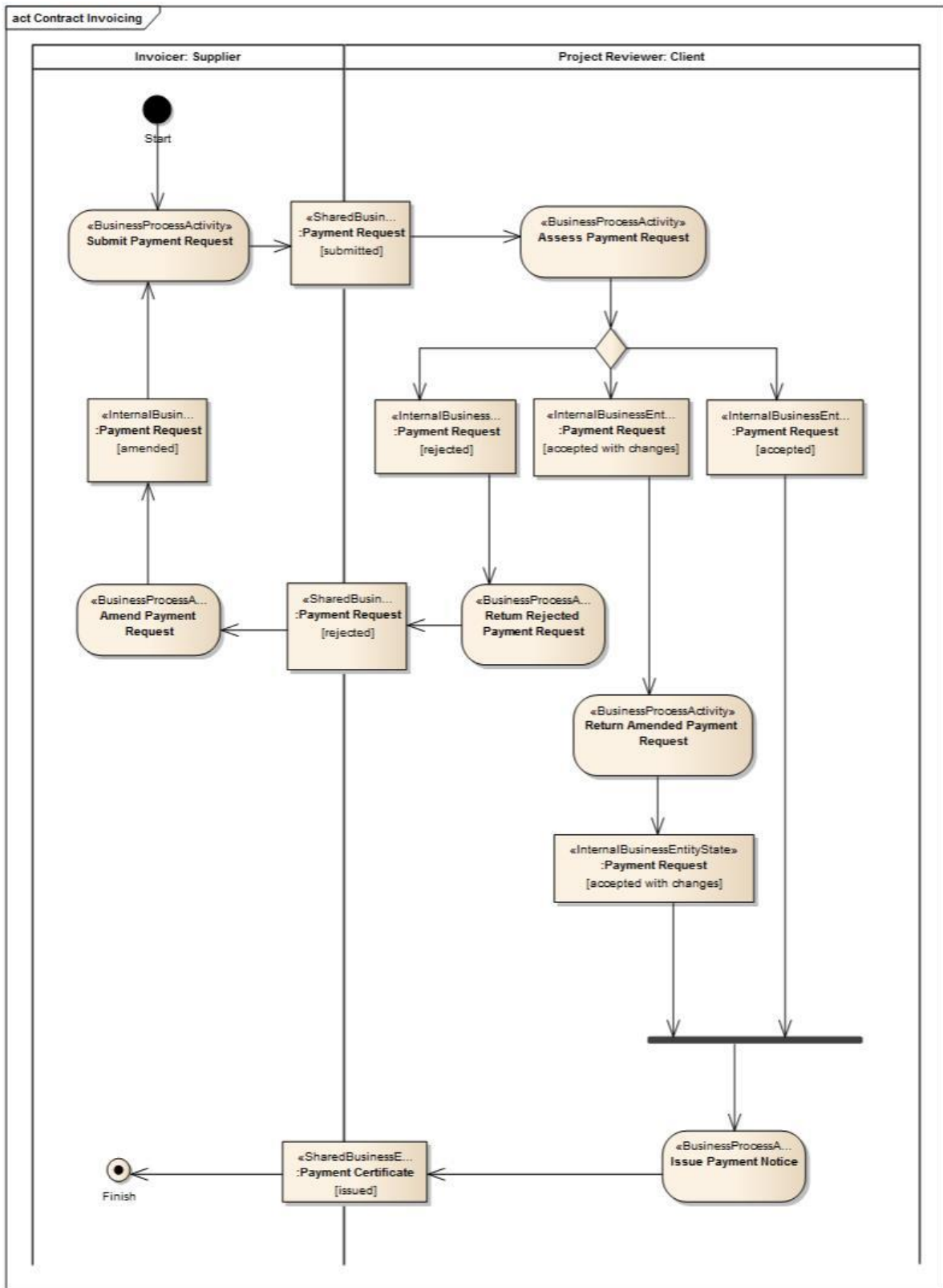
Actions

Basic Path: The Supplier requests payment from the Client..

- 1) The use case begins when the Supplier submits a Payment Request to the Client.
- 2) The use case ends when the Client receives the Payment Request.

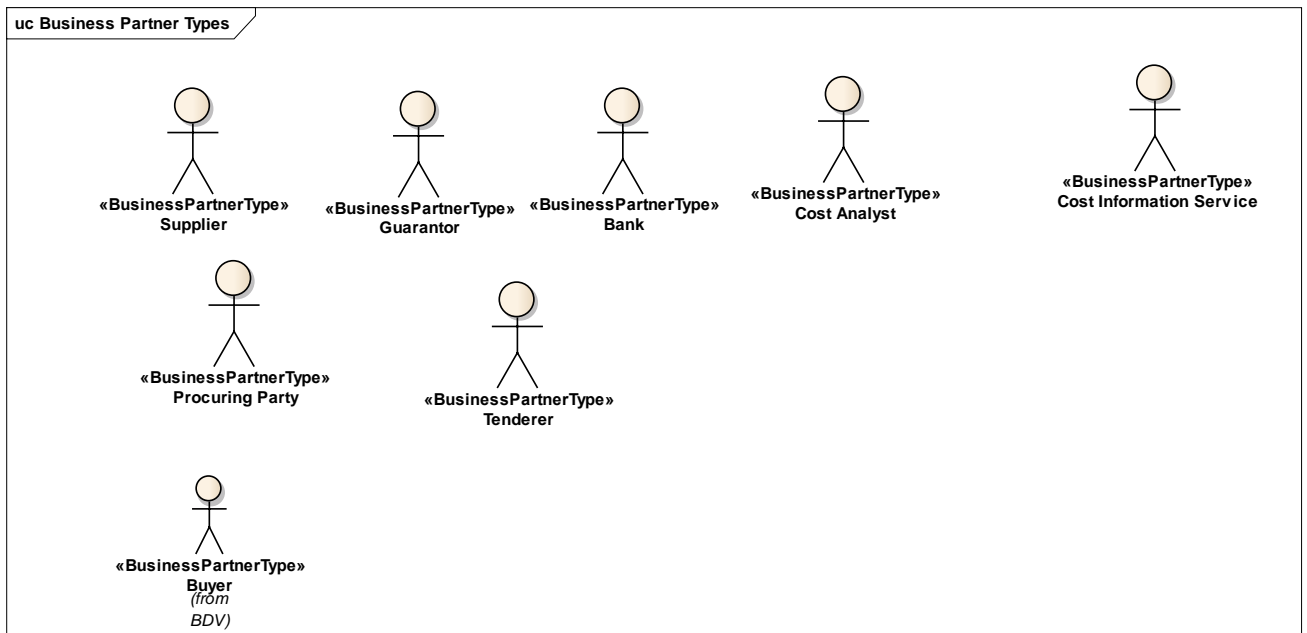
Business Process Activity Diagram

Diagram: Request Payment



Business Partners View – Participants and Stakeholders

Diagram: Business Partner Types



9. Issue Payment Certificate «Business Process»

Description: This business process covers the response to a payment request by a Payment Certificate indicating the amount of payment accepted with all justifications.

Pre and Post-Conditions

- **Pre-condition:** A contract for the supply of goods, services or works has been entered into by the Client and Supplier.

Post-condition: The supplier has received a Payment Certificate

Actions

Basic Path: The Client issues a Payment Certificate to the Supplier.

1) The use case begins after the Client has received a Payment Request from a Supplier.

Exception: The Client has not received a Payment Request but payment is due. See Alternate Path.

2) The Client evaluates the Payment Request and calculates the amount due to the Supplier.

3) The Client sends a Payment Certificate to the Supplier to confirm the amount to be paid.

4) The use case ends when the Supplier has received the Payment Certificate.

Alternate Path: The Client has not received a Payment Request but payment is due.

1) In Step 1 the Client has not received a Payment Request, or further Payment Request, but a payment is due.

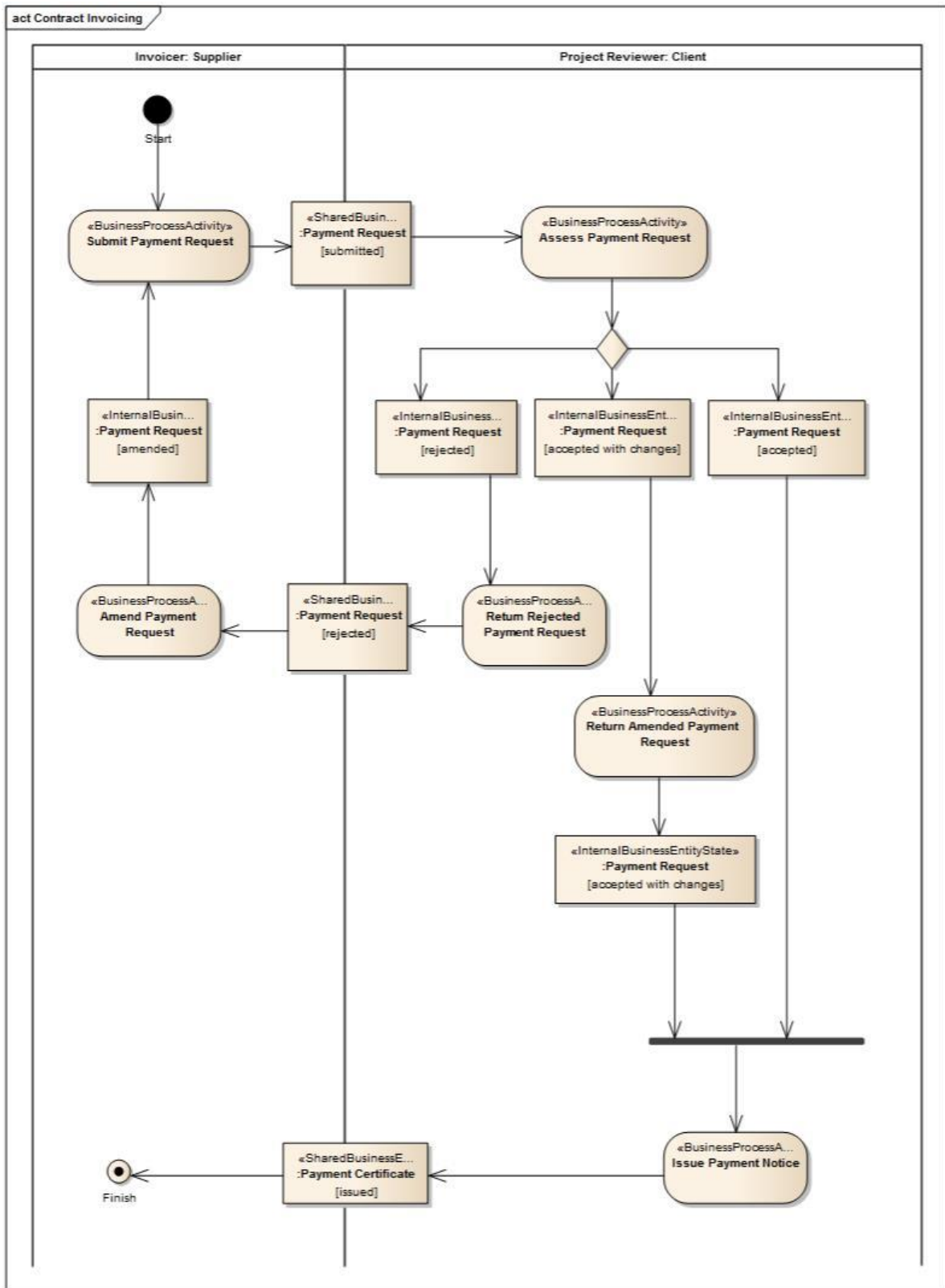
2) The Client calculates the amount due to the Supplier.

3) The Client sends a Payment Certificate to the Supplier to confirm the amount to be paid.

4) The use case ends when the Supplier has received the Payment Certificate.

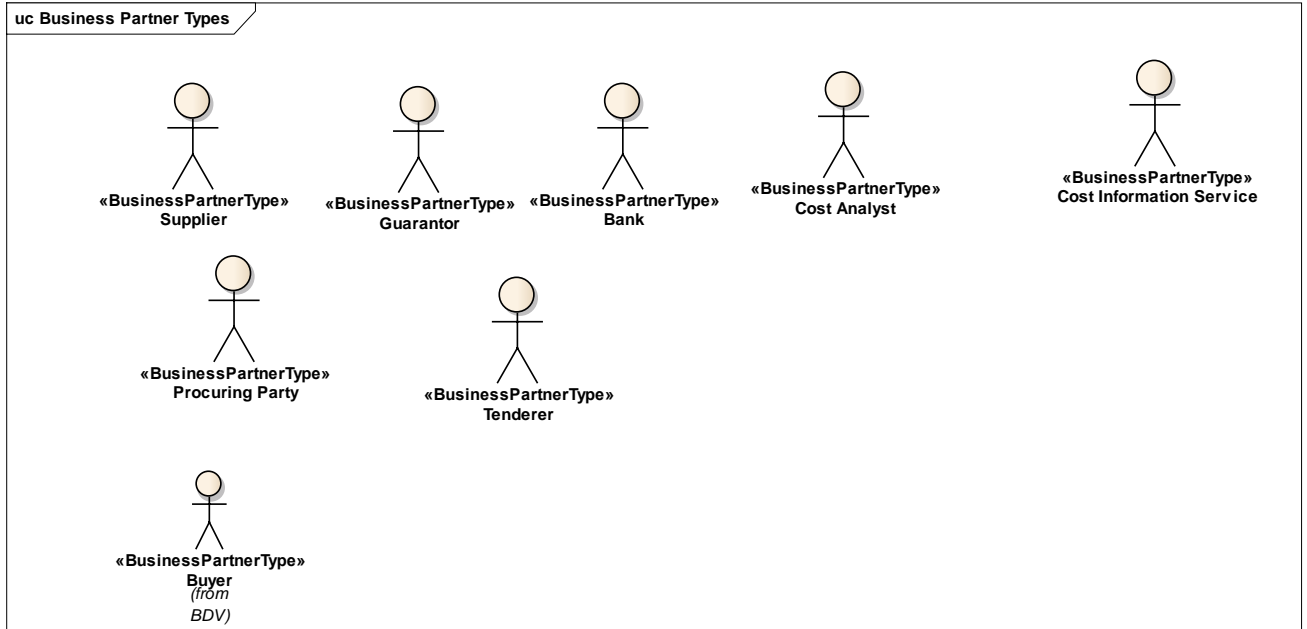
Business Process Activity Diagram

Diagram: Issue Payment Certificate



Business Partners View – Participants and Stakeholders

Diagram: Business Partner Types



10. Business Choreography View

Business Transaction View

Business Transaction Use Case

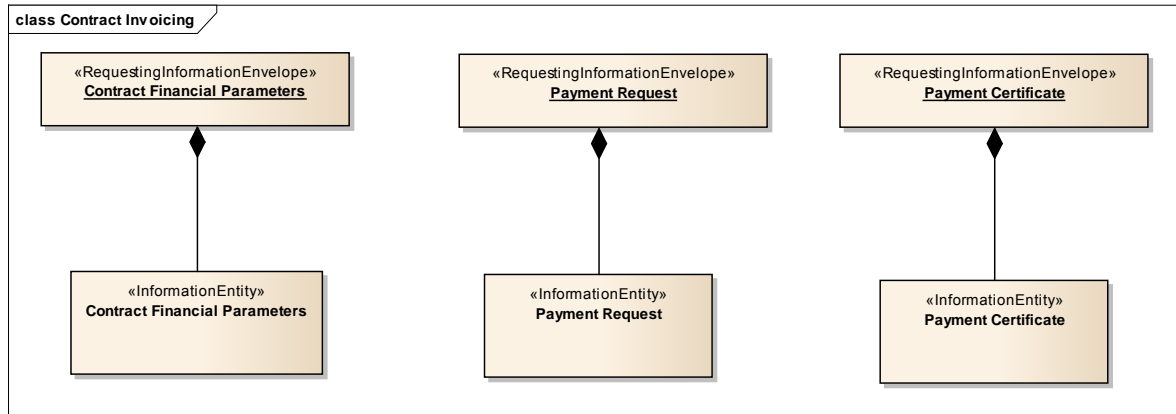
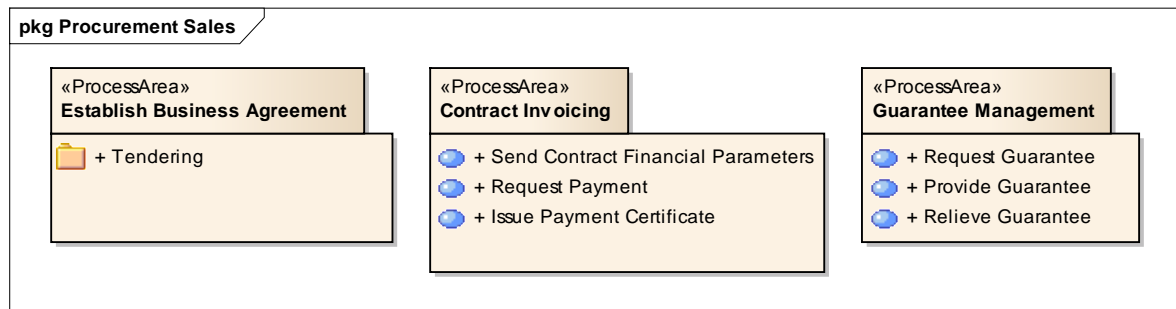


Figure 18 – Business Transaction Use Case Diagram



Business Interaction View

This template shows the actions that the two “authorized roles” carry out in the particular transaction.

Transaction	Requestor	Responder
Send Contract Financial Parameters	Client	Supplier
Request Payment	Supplier	Client
Issue Payment Certificate	Client	Supplier