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Payment Means

GUIDELINE

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Business Process: Payment

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1 Introduction

The CEN/ISSS Workshop on business interoperability interfaces for public procurement in Europe (CEN/ISSS WS/BII) is established in order to

- Identify and document the required business interoperability interfaces related to pan-European electronic transactions in public procurement expressed as a set of technical specifications, developed by taking due account of current and emerging UN/CEFACT standards in order to ensure global interoperability;
- Co-ordinate and provide support to pilot projects implementing the technical specifications in order to remove technical barriers preventing interoperability.

To facilitate implementation of electronic commerce in a standardized way, thereby enabling the development of standardized software solutions as well as efficient connections between business partners without case by case specification of the data interchange, the workshop agreed to document the required business interoperability interfaces as profile descriptions. The end goal is to reduce the cost of implementing electronic commerce to a level that is economical for small and medium size companies and institutions.

The main focus of the profile description and the associated transaction data models is to address generally expressed business requirements applicable throughout the European market. Although the profile description and associated transaction data model are designed to meet generally expressed requirements, it is still the responsibility of the users to ensure that the actual business transactions exchanges meets all the legal, fiscal and commercial requirements relevant to their business.

This guideline is one of a series of documents providing detailed guidance on the purpose and use of some key elements of the transaction data models developed by CEN/ISSS WS/BII.

All cardinalities shown in this document represent elements and associations at from the full data models; see 'Profile Architecture' for further information.

1.1 Purpose

The purpose of this guideline is to specify the use of classes and elements used to specify payment means information.

1.2 Summary

- Payment Means communicates information from the Supplier to the Customer about how the Customer, or a third party acting on the Customer's behalf, should make a payment.
- More than one Payment Means may be specified and may be linked to Payment Terms.
- PaymentMeans.PaymentDueDate is used to specify the due date of an Invoice; if no specific Payment Means is required, the Payment Means Code = "1" (instrument not defined).

2 Payment means classes and elements

Payment Means information is described in the Payment Means class.

Payment Means is specified at document level.

Many Payment Means may be specified and may be linked to Payment Terms.

2.1 Payment Means

Payment Means information is described in the Payment Means class. Associated information is described in:

1. Payer Financial Account.
2. Payee Financial Account.
3. Credit Account.

Payment Means ID.

- Payment Means ID is used to differentiate between Payment Means when more than one instance is specified. BII recommends the use of sequential numbers.

Payment Means Code.

- Codes representing manual as well as electronic Payment Means may be used; see 'BII – Code Lists and Identification Schemes'. Using the Payment Means Code, the issuer of the Invoice can distinguish between domestic and international account transfer.

PaymentDueDate.

- Used to specify the due date of an Invoice.
- If no specific Payment Means is required the Payment Means Code = "1" (instrument not defined).

Payment Channel Code.

- Payment Channel Code identifies the payment system to be used. The code can be used to control validation where payment systems require a specific account ID format.
- Codes that are prefixed with a country code apply domestically; validation for domestic Payment Channels is specified by the relevant country.
- For international use, the IBAN should be used as follows:

Payment Means Code	31
Payment Channel Code	IBAN
Payee Financial Account ID	IBAN as specified by ISO13616:2003
Financial Institution ID	BIC as specified by ISO9362
Instruction ID	

- A reference provided by the Supplier to be returned with the payment; subsequently used by the Supplier in matching payment to Invoice. This reference may have certain rules for machine-validation.

2.2 Payee Financial Account ID

Financial Account ID

- The format of the Payee Financial Account ID is specified by the Payment Channel Code (see above).
- If the Payment Channel Code is IBAN, the Payee Financial Account ID should be the full IBAN. However if the Payment Channel Code is domestic e.g. SE:BANKGIRO, the Payee Financial Account ID should, in this instance, be the Swedish bankgiro account number.

Currency Code

- Specifies the currency of the Payee Financial Account.
- Note; if the account currency differs from the Invoice currency and the Supplier requires to be paid in the former, Payment Currency Code in the Invoice must be used.
- See 'BII Guideline – Exchange Rate & Currency' for further information.

2.3 Financial Institution Branch

Financial institution branch ID can be used to identify branches by using various identification schemas, national and regional. Routing identifiers may be treated as branch identifiers where required.

2.4 Financial Institution

Financial Institution ID

BII recommends use of the 8 character Bank Identification Code (BIC). For payment through the SWIFT payment system this code is required.

3 Examples

3.1 International account transfer

A Supplier requests a Customer to pay an Invoice into an account with the IBAN number IS000001261234560101901239.

The BIC number for the financial institution is SEISISRE.

The financial institution name is Central Bank of Iceland.

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<cac:PaymentMeans>
  <cbc:PaymentMeansCode>31</cbc:PaymentMeansCode>
  <cbc:PaymentDueDate>2007-01-01</cbc:PaymentDueDate>
  <cbc:PaymentChannelCode>IBAN</cbc:PaymentChannelCode>
  <cbc:InstructionID>A12345</cbc:InstructionID>
  <cac:PayeeFinancialAccount>
    <cac:FinancialInstitutionBranch>
      <cac:FinancialInstitution>
        <cbc:ID>SEISISRE</cbc:ID>
        <cbc:Name>Central bank of Iceland</cbc:Name>
      </cac:FinancialInstitution>
    </cac:FinancialInstitutionBranch>
  </cac:PayeeFinancialAccount>
</cac:PaymentMeans>
```