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**CWA 17025-109:2016**

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**Business Interoperability Interfaces for Public Procurement in Europe - Architecture - Part 109: Guideline on the Concept of Core**

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# CEN

## WORKSHOP

### AGREEMENT

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English version

## Business Interoperability Interfaces for Public Procurement in Europe - Architecture - Part 109: Guideline on the Concept of Core

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## European foreword

CWA 17025-109, **Guideline on the Concept of Core** was developed in accordance with CEN-CENELEC Guide 29 “CEN/CENELEC Workshop Agreements – The way to rapid agreement” and with the relevant provisions of CEN/CENELEC Internal Regulations - Part 2. It was agreed on 2015-12-02 in a Workshop by representatives of interested parties, approved and supported by CEN following a public call for participation made on 2013-02-20. It does not necessarily reflect the views of all stakeholders that might have an interest in its subject matter.

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This CEN Workshop Agreement (CWA) has been drafted and approved by the Workshop on **Business Interoperability Interfaces for Public procurement in Europe (BII)**, phase 3.

CWA 17025 is part of a set of CWAs prepared by CEN WS/BII 3<sup>1</sup>:

- CWA 17025:2016 Methodology and Architecture
- CWA 17026:2016 Notification profiles and transactions
- CWA 17027:2016 Tendering profiles and transactions
- CWA 17028:2016 Catalogue profiles and transactions
- CWA 17029:2016 Post-award profiles and transactions

CWA 17025 consists of:

- CWA 17025-1 Overview and Architecture
- CWA 17025-101 Conformance and Customization Methodology guideline
- CWA 17025-102 Code List and Identifier Management specification
- CWA 17025-103 Business Document and Envelope guideline
- CWA 17025-104 Profile Architecture specification
- CWA 17025-105 Conformance Registry specification
- CWA 17025-106 Open Procurement Data report
- CWA 17025-107 Message Level Response guideline
- CWA 17025-108 Use of Digital Signature and Other Trust Services
- CWA 17025-109 Guideline on the Concept of Core
- CWA 17025-110 Profile Maintenance Process specification
- CWA 17025-111 Capturing Business Requirements specification

<sup>1</sup> In order to ease the reading the CWAs provided by the CEN BII initiative, they are also made available on <http://www.cenbii.eu> together with explanatory notes and supporting material. The official version is however the version as published by CEN.

CWA 17025-112 Syntax Implementations Guideline Methodology guideline  
 CWA 17025-113 Business Rules Description Mechanism guideline  
 CWA 17025-114 Attachments Handling guideline  
 CWA 17025-115 Semantic Data Type guideline  
 CWA 17025-116 Glossary and Business Term Vocabulary  
 CWA 17025-203 BDE Syntax Implementation Guideline for Messaging Envelope  
 CWA 17025-207 UBL Syntax Implementation Guideline for Message Level Response

A detailed overview of all CWA 17025 parts can be found in CWA 17025 part 1.

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## Introduction

The first CEN BII Workshop was established in May 2007 with the objective of harmonising electronic procurement in Europe. The CEN BII initiative, which now comprises a further two CEN Workshops, is a standardisation activity within CEN (European Committee for Standardisation). It provides a framework for interoperability in pan-European electronic transactions expressed as a set of technical specifications.

During the second phase of the initiative (CEN WS/BII 2) a set of technical specifications – “CEN BII Profiles” – were documented and published as five CEN Workshop Agreements (CWAs), which are currently used across Europe. The profiles are designed to facilitate effective public e-procurement based on a modular approach for implementation, with a focus on global interoperability.

The CEN BII profiles can be seen as “agreements” on message contents and business processes. The profile descriptions focus on core information elements that typically cater to the majority of user requirements applicable across Europe and lower the need for detailed bilateral agreements between the trading partners.

In its third phase (CEN WS/BII 3), which began in March 2013 with the approval of the business plan, the Workshop has focused on ensuring that all relevant aspects of e-procurement are covered, including additional business requirements coming from the new Public Procurement Directives and alignment to other standardization efforts in the area of electronic invoicing, as well as ensuring wider recognition and adoption of its deliverables.

More information about the CEN BII initiative can be found on [www.cenbii.eu](http://www.cenbii.eu).

The purpose of this document is to provide guidance on how to decide what is "core" and what is not, and describe how the "core" is used to achieve interoperability and conformance. It should be used as a companion to CWA17025 Part 111 Capturing Business Requirements specification as it will help to ensure the requirements are appropriate. Once the requirements are gathered, this methodology can be applied to ensure the Information Requirement Models<sup>2</sup> are indeed Core.

## 1 Scope

The CEN WS/BII3 Workshop has recognised that to facilitate a high level of interoperability, there is a need to provide the capability to run business processes between disparate organisations using one or more transactions. This is achieved by defining the core set of information elements for each transaction in a defined business process, which are useful and understandable in all business scenarios in scope. Generally, the term core has a very broad meaning and exists for different types of objects (from semantic models to fruits). However in CEN WS/BII3, a single Core Information Requirement Model defines the business information considered to be:

- necessary to reach the business goals which are in scope.
- rich enough to represent a typical business transaction
- simple to implement without too much preparation and system adaptations
- fully understood by the receiver
- possible to reuse, extend and customize for more specific use cases

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<sup>2</sup> Information Requirement Models are described in CWA 17025 Part 111 Capturing Business Requirements specification

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Therefore there is no single Core for all transactions but a Core for each transaction that have elements in common. This is because one transaction may effectively imply a request for information and the response will provide the update.

The key exercise is to define and agree on the scope and business goals to ensure the transaction is produced from a methodology to ensure it is Core. The business goals can be translated into the business functions supported by the transaction. The considerations about implementation simplicity should be a leading principle. The number of goals for the Core Model will be a consequence of the stakeholders and their ambitions... A large group with diverging goals will jeopardize the principle of simplicity. It is therefore important that the members of the group have a common understanding of the principles of core and are willing to compromise.

A methodology to extend (customize) the transactions is also necessary to be in place. If the methodology is too complex to use or understand, the risk is that the stakeholders prefer to add all their specific requirements to the transaction, and by this approach risking the simplicity, instead of considering to add them to an extension at a later stage.

Defining BII Core Models has been a fundamental part of BII deliverables for the past six years and the Workshop has developed various models for transactions in both Post and Pre-Award scenarios<sup>3</sup>.

This guide describes the methodology by which Core Information Requirement models (Core Models) are produced and therefore ensuring the resulting transactions are also Core.

## 2 Objectives of the BII Core approach

This approach is to use the methodology as defined in section 3 to produce Core Models. To be useful the Core Models will typically be the practical minimum set of information elements that supports the user requirements considered to be in scope.

It is important that the Stakeholders share the main objects/goals of the core. Therefore we need a methodology which will allow experts to gather all the requirements, which may be too many, but then apply principles which refine the model and simplify it. Experts will analyse the requirements and determine the most effective set of information elements to provide. This document takes the approach where by using simplification principles, the result will be a model that is most efficient in terms of the use of information elements and therefore easier to use / re-use, and easier to maintain.

### 2.1 As Simple as Possible

Having a broad set of Stakeholder requirements could make the Core Models elaborate and complex. Therefore we need an approach that will reduce the number of elements in a methodological way and yet does not lose sight of the original business requirements. This is done by a goal-driven process where the stakeholders need to agree on the scope and goals for the production of models so that they are Core. See also the section below on principles of simplification.

### 2.2 Sufficiently Functional

Each information element should be grouped according to its functionality. The experts analysing the model can then decide if the functionality supported by this information element either belongs to the transaction under consideration or should be covered by one or more new transactions. There may even be an existing transaction which covers the functionality and could be used instead and more effectively.

<sup>3</sup> [ftp://ftp.cen.eu/public/CWAs/BII2/CWA16558/CWA16558-Annex-A-BII-Guideline-ProfileArchitecture-V2\\_0\\_0.pdf](ftp://ftp.cen.eu/public/CWAs/BII2/CWA16558/CWA16558-Annex-A-BII-Guideline-ProfileArchitecture-V2_0_0.pdf)