



NEW WORK ITEM PROPOSAL	
Date of presentation 2010-04-16	Reference number (to be given by the Secretariat)
Proposer NEN	ISO/TC 154 / SC N 573
Secretariat NEN	

A proposal for a new work item within the scope of an existing committee shall be submitted to the secretariat of that committee with a copy to the Central Secretariat and, in the case of a subcommittee, a copy to the secretariat of the parent technical committee. Proposals not within the scope of an existing committee shall be submitted to the secretariat of the ISO Technical Management Board.

The proposer of a new work item may be a member body of ISO, the secretariat itself, another technical committee or subcommittee, or organization in liaison, the Technical Management Board or one of the advisory groups, or the Secretary-General.

The proposal will be circulated to the P-members of the technical committee or subcommittee for voting, and to the O-members for information.

See overleaf for guidance on when to use this form.

IMPORTANT NOTE: Proposals without adequate justification risk rejection or referral to originator.

Guidelines for proposing and justifying a new work item are given overleaf.

Proposal (to be completed by the proposer)

<p>Title of proposal (in the case of an amendment, revision or a new part of an existing document, show the reference number and current title)</p> <p>English title Cross sectorial invoice process</p> <p>French title (if available)</p>
<p>Scope of proposed project</p> <p>The purpose of this project is to adopt the UN/CEFACT CII standard.</p> <p>The invoicing process is used to exchange the invoice between the supplier and the customer for the supply of goods or services ordered, delivered, received, consumed, etc.</p> <p>The payment and remittance processes are not part of the invoicing process, but are detailed in the payment process. To simplify understanding, the parties involved are limited to customer and supplier. In the total trade business, each of the parties can have more than one role. For the invoicing process, the customer can act as the customer, the buyer, the consignee, the realize and the ordering company. The supplier covers the roles of the seller, the sales agent or sales company, the consignor, the invoice issuer and payee, if not another party is specified. To ensure that the invoicing of the ordered, delivered, received or consumed goods or services are in line with common practice used between trading partners, the following scenarios are used:</p> <ul style="list-style-type: none"> — The traditional invoicing, by the supplier to the customer (supplier is acting as the invoice issuer); — The self-billing invoicing, by the customer to the supplier (customer is acting as the invoice issuer). <p>NOTE: This project should run parallel to the UN/CEFACT project.</p>
<p>Concerns known patented items (see ISO/IEC Directives Part 1 for important guidance)</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", provide full information as annex</p>
<p>Envisaged publication type (indicate one of the following, if possible)</p> <p><input checked="" type="checkbox"/> International Standard <input type="checkbox"/> Technical Specification <input type="checkbox"/> Publicly Available Specification <input type="checkbox"/> Technical Report</p>
<p>Purpose and justification (attach a separate page as annex, if necessary)</p> <p>The mission of ISO/TC 154 is both to undertake and to facilitate the development and maintenance of international standards for data exchange in the value chain.</p> <p>Being an essential element of data exchange in the value chain, the adoption of the Cross Industry Invoicing (CII) standard can be seen as a next milestone to achieve a coherent standards portfolio for e-Business within ISO/TC154.</p> <p>The adoption by ISO/TC 154 will lead to a broader acceptance of the CII standard.</p>
<p>Target date for availability (date by which publication is considered to be necessary)</p>
<p>Proposed development track <input type="checkbox"/> 1 (24 months) <input checked="" type="checkbox"/> 2 (36 months - default) <input type="checkbox"/> 3 (48 months)</p>
<p>Relevant documents to be considered</p> <p>UN/CEFACT CII documents</p>

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Relationship of project to activities of other international bodies UN/CEFACT CII project		
Liaison organizations	Need for coordination with: <input type="checkbox"/> IEC <input type="checkbox"/> CEN <input type="checkbox"/> Other (please specify)	
Preparatory work (at a minimum an outline should be included with the proposal) <input type="checkbox"/> A draft is attached <input type="checkbox"/> An outline is attached. It is possible to supply a draft by The proposer or the proposer's organization is prepared to undertake the preparatory work required <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Proposed Project Leader (name and address) Tim Kniep Vlinderweg 6, Delft, The Netherlands	Name and signature of the Proposer (include contact information) Tim Kniep NEN +31 15 2690 100 tim.kniep@nen.nl	
Comments of the TC or SC Secretariat Supplementary information relating to the proposal <input checked="" type="checkbox"/> This proposal relates to a new ISO document; <input type="checkbox"/> This proposal relates to the amendment/revision of an existing ISO document; <input type="checkbox"/> This proposal relates to the adoption as an active project of an item currently registered as a Preliminary Work Item; <input type="checkbox"/> This proposal relates to the re-establishment of a cancelled project as an active project. Other: Voting information The ballot associated with this proposal comprises a vote on: <input checked="" type="checkbox"/> Adoption of the proposal as a new project <input type="checkbox"/> Adoption of the associated draft as a committee draft (CD) <input type="checkbox"/> Adoption of the associated draft for submission for the enquiry vote (DIS or equivalent) Other:		
Annex(es) are included with this proposal (give details) <input type="checkbox"/>		
Date of circulation	Closing date for voting	Signature of the TC or SC Secretary

Use this form to propose:

- a) a new ISO document (including a new part to an existing document), or the amendment/revision of an existing ISO document;
 - b) the establishment as an active project of a preliminary work item, or the re-establishment of a cancelled project;
 - c) the change in the type of an existing document, e.g. conversion of a Technical Specification into an International Standard.
- This form is not intended for use to propose an action following a systematic review - use ISO Form 21 for that purpose.
Proposals for correction (i.e. proposals for a Technical Corrigendum) should be submitted in writing directly to the secretariat concerned.

Guidelines on the completion of a proposal for a new work item

(see also the ISO/IEC Directives Part 1)

- a) **Title:** Indicate the subject of the proposed new work item.
- b) **Scope:** Give a clear indication of the coverage of the proposed new work item. Indicate, for example, if this is a proposal for a new document, or a proposed change (amendment/revision). It is often helpful to indicate what is not covered (exclusions).
- c) **Envisaged publication type:** Details of the types of ISO deliverable available are given in the ISO/IEC Directives, Part 1 and/or the associated ISO Supplement.
- d) **Purpose and justification:** Give details based on a critical study of the following elements wherever practicable. *Wherever possible reference should be made to information contained in the related TC Business Plan.*
 - 1) The specific aims and reason for the standardization activity, with particular emphasis on the aspects of standardization to be covered, the problems it is expected to solve or the difficulties it is intended to overcome.
 - 2) The main interests that might benefit from or be affected by the activity, such as industry, consumers, trade, governments, distributors.
 - 3) Feasibility of the activity: Are there factors that could hinder the successful establishment or global application of the standard?

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4) Timeliness of the standard to be produced: Is the technology reasonably stabilized? If not, how much time is likely to be available before advances in technology may render the proposed standard outdated? Is the proposed standard required as a basis for the future development of the technology in question?

5) Urgency of the activity, considering the needs of other fields or organizations. Indicate target date and, when a series of standards is proposed, suggest priorities.

6) The benefits to be gained by the implementation of the proposed standard; alternatively, the loss or disadvantage(s) if no standard is established within a reasonable time. Data such as product volume or value of trade should be included and quantified.

7) If the standardization activity is, or is likely to be, the subject of regulations or to require the harmonization of existing regulations, this should be indicated.

If a series of new work items is proposed having a common purpose and justification, a common proposal may be drafted including all elements to be clarified and enumerating the titles and scopes of each individual item.

e) Relevant documents and their effects on global relevancy: List any known relevant documents (such as standards and regulations), regardless of their source. When the proposer considers that an existing well-established document may be acceptable as a standard (with or without amendment), indicate this with appropriate justification and attach a copy to the proposal.

f) Cooperation and liaison: List relevant organizations or bodies with which cooperation and liaison should exist.