



Koordinierungsstelle
für IT-Standards

Private companies using the Peppol Network: Guideline for the use of identifier schemes of recipients in Germany¹

Information for Service Provider addressing the German market

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Version 1.0

¹ We would like to thank the Nederlandse Peppolautoriteit for [their guide on the same topic](#), which provided inspiration as well as some of the information contained herein.

Changes

Version	Date	Author	Chapter	Status
1.0		KoSIT	-	Release

1 Introduction

This document provides recommendations for German private and public organisations on the Peppol network regarding

- common identifier schemes used in Germany (section 2),
- the identifiers to use when publishing receiving capabilities (section 3),
- how to obtain the relevant identifiers for recipients on the network (section 4),
- the usage of document types Peppol BIS Billing and XRechnung (section 5).

The Peppol network employs a four-corner model for document exchange: A trading entity (corner 1) uses an access point (corner 2) to send a business document to the receiving access point (corner 3) of a receiving trading entity (corner 4).

The sending access point locates the receiving access point using a published identifier of the receiving trading entity. This Peppol-ID, also known as participant-ID, can be generated using one of several different identifier schemes. Examples include a country's Chamber of Commerce number, a VAT number, a Leitweg-ID, a Global Location Number (GLN) and so on. The code list for Peppol BIS documents is available [here](#). The code list of all Peppol Participant Identifier Schemes is available [here](#).

The specific scheme that is used can be a de-facto standard within a sector or a country, or it can be agreed upon bilaterally between the sender and the recipient. However, to improve automation and automatic discovery, the amount of data that must be bilaterally communicated should be kept as low as possible.

To help achieve this, the German Peppol Authority has set out additional requirements for the use of Peppol by the public sector in its Peppol Authority Specific Requirements (PASR): this is the use of the scheme Leitweg-ID for the Peppol-ID and the CIUS XRechnung.

In general, sending organisations are expected to use the addressing information provided to them by the recipient. The Peppol Directory can be used to verify that available information is up to date.

2 Overview of common identifier schemes in Germany

The scheme codes, which are used to specify the identifier scheme, are a combination of the ISO 6523 ICD list, and a Peppol-specific extension list.

The common identifiers in Germany are:

- Scheme Leitweg-ID, code 0204, to be used by the public sector (see also German [Peppol Authority Specific Requirements](#))
- Scheme (German) VAT number (Umsatzsteuer-Identifikationsnummer), code 9930
- Scheme Global Location Number (GLN), code 0088
- Scheme IBAN, code 9918
- Be aware: Code 9958 MUST NOT be used anymore.

3 Identifier scheme(s) to use to publish receiving capabilities

3.1 Available schemes

When publishing a recipient on the Peppol network, organisations SHOULD publish their legal registration identifier in the Peppol Directory. It is expected this requirement will become mandatory for all recipients worldwide. If this goal can't be reached in 2023, the Peppol Directory will become mandatory in 2024 latest.

In Germany public authorities MUST use the scheme Leitweg-ID (DE:LWID; Value 0204) for their Peppol-ID.

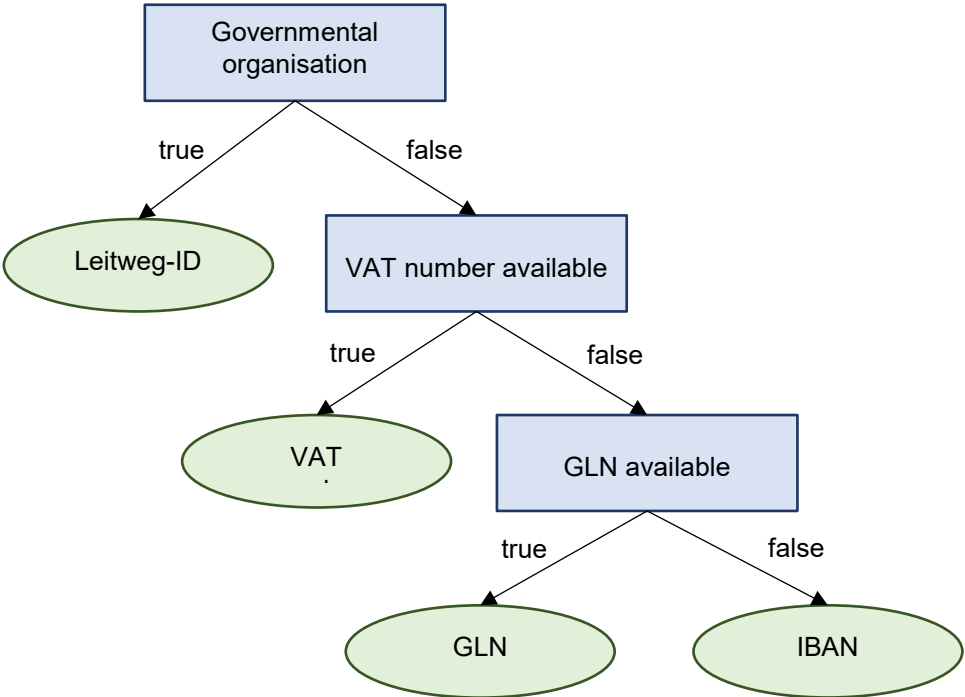
The scheme for creating a Peppol-ID on the basis of the Leitweg-ID has been properly defined.² However, the specification is only relevant for the governmental organisations that shall be addressed via this addressing information. As these governmental organisations use this scheme in various ways, according to their individual internal structures, senders should not try to gain additional information by interpreting parts of the Peppol-ID.

The recommendation for non-governmental organisations is to publish their VAT number (or Umsatzsteuer-Identifikationsnummer - DE:VAT; Value: 9930), if available, or their Global Location Number (GLN; Value: 0088) otherwise.

If the recipient has none of these identifiers, the international IBAN number SHOULD be used (IBAN; Value: 9918).

All recipients SHOULD use the Peppol Directory for publishing their addressing information.

These guidelines are summarised in the following figure and table.



² This specification is only available in German. As the information is only relevant for German governmental organisations, this is considered acceptable.

Identifier	Scheme ID	How to use
DE: Leitweg-ID	0204	Used as ID for governmental organisations only
DE: VAT number	9930	Used for any VAT-registered organisation
GLN	0088	Used as ID for organisations
IBAN	9918	Used as fallback for organisations without VAT
DE: LID	9958	Not to be used (deprecated)

3.2 Use of additional routing information

3.2.1 Routing information via several Peppol-IDs

Some organisations intentionally publish multiple identifiers with different metadata properties. This means that an organization could use several Peppol-IDs, probably based on different schemes. One such scenario is so that incoming documents can then be routed internally based on the identifier it was sent to, for instance by publishing different GLN or IBAN numbers for different departments.

This may make sense depending on the size of the organisation and its structure. It should be noted that in these cases, providing meaningful meta data for use in the Peppol Directory is essential to ensuring that the scope of each of the published identifiers can be derived easily.

3.2.2 Routing information via additional identifier from within the document

Internal routing MAY also be achieved based on other document properties, such as the order reference or buyer reference. Alternatively, accounting cost and project reference fields MAY be used. These examples are all fields from within the XML-document and they don't belong to the Peppol-routing information.

Governmental organisations in Germany use the Leitweg-ID for internal routing, which is essential for addressing information in most cases. This internal addressing information is included within the XML e-invoicing document (field BT-10). Senders have to get this important addressing information from their receivers / buyers as part of their contract relationship.

It should be noted that German governmental organisations usually use two types of addressing information: Peppol-ID and Leitweg-ID. In some cases, these IDs may be (nearly) identical. It is nevertheless important not to confuse them.

Example: Peppol-ID and Leitweg-ID both using the same scheme

- Header-Level (Peppol ID / Participant ID)
e.g. <Identifier Authority="iso6523-actorid-upis">0204:04000000-FHBXLAND-82</Identifier>
- Invoice Level (Leitweg-ID)
e.g. <cbc:BuyerReference>04000000-900X44X06-60</cbc:BuyerReference>

4 Obtaining address information for receiving trading entities and use of the Peppol Directory

The buyer is expected to provide the relevant addressing information, i.e., the Peppol-ID, to the seller. This information should be stable and may thus be saved as part of the standing data. The Peppol Directory may be used to check whether the available data is applicable and/or up to date. If no information has been provided, a known Leitweg-ID or VAT number MAY also be used to look up a Peppol-ID in the Peppol Directory.

If the sender hasn't received the addressing information and it can't be retrieved via Peppol Directory, the sender MUST contact the receiver / buyer (eMail, phone, etc.) in order to get the addressing information.

The sender MUST NOT check the semantical or syntactical correctness of the Peppol-ID obtained e.g. from the Peppol Directory against the Leitweg-ID rules.

5 Usage of Doctypes XRechnung and Peppol BIS Billing

XRechnung and Peppol BIS Billing 3.0 are both CIUSes based on and compliant to EN 16931-1.

If electronic invoices are sent within Germany to German public entities via Peppol, the CIUS XRechnung MUST be used. It MAY also be used when sending invoices to private businesses. The XRechnung specification is currently only available in German language.

If electronic invoices are sent from outside Germany via Peppol, it is also possible to use the format Peppol BIS Billing 3.0. The German public entities can receive both formats. However, when using Peppol BIS Billing to address German public entities, it is vital that the field BT-10 MUST contain the Leitweg-ID.