# 1        Registration of identifiers

The following addresses the registration of identifiers that are relevant to the exchange of messages through the PEPPOL network. These are identifier schemes that are recognized as party endpoint identifiers and customization identifiers (document type) that can be exchanged.

## 1.1     Address Identifier Schemes

The PEPPOL endpoints shall only use identifiers from schemes that are registered in the Electronics Address Scheme Code (EASC) list which is managed by CEF.

Validation of identifier schemes is done in the EN16931 validation objects as well as in the SMK/SML. Addition of new identifiers schemes shall go through the following process.

1. The party requesting support for an identifier scheme shall register it with the ICD code list management according to their procedures.
2. After receiving the new ICD code, the requesting party needs to submit a change request to OpenPEPPOL support desk requesting support for the issued code value. This CR MUST contain the registration confirmation sheet received from the ISO 6523 governance agency.
3. The request is verified and approved by TICC CMB.
4. OO sends service requests from PEPPOL to CEF service desk to add the code the EASC list.
5. Once the code has been adopted into EASC list then OO submits.
   1. RFC to TICC to support the ID in their code lists.
   2. RFC to CEF to add support for the ID in the SML.
   3. RFC to PoAcc and PreAcc to add support for the code into the validation artefacts for their Peppol BIS.

Note, by default the new code will be supported in the BIS3 billing through the EN16931 validation artefacts. Support in other BIS specification needs to be added by PPEPPOL Dev teams. Due to time lag PoAcc may consider an interim solution for supporting it in the BIS3 billing.

## 1.2     Document type identifiers

Request for new document type identifiers that are to be supported in the PEPPOL network are processed as follows:

1. Request for supporting of a new document type can only be submitted by a PEPPOL Authority. The RFC is submitted through the OO service desk. Request must include:
   1. the exact customization identifier for the document type and
   2. the document type identifier scheme to be used an
   3. the complete profile identifier for the process that the document is used in
2. OO assigns RFC to TICC to:
   1. Review the identifiers.
   2. Verify with PoAcc and PreAcc if they overlap with BIS specifications.
   3. Seek MC opinion if they may be out of bound for OpenPEPPOL.
3. If the support for the document type identifier is not challenged then TICC:
   1. Add identifier to OpenPEPPOL code lists.
   2. Notify SMP and AP operators.

In the case when new document type identifiers are requested by PreAcc or PoAcc Dev teams the request should still go through the OO service desk. The Dev teams are accepted as representatives of OpenPEPPOL authority. These requests do not need to be verified or confirmed by MC since such approvals are part of the mandate for the Dev work and comments on identifiers should be handled as part of the review cycles of the development.