# Meeting minutes of UBL face-to-face meeting, September 23-27 2019

## Attendance:

Todd Albers

Oriol Bausa Peris

Kenneth Bengtsson

Erlend Klakegg Bergheim

Peter Borresen

Andrea Caccia

Kees Duvekot

Martin Forsberg

Cecile Guasch

Ken Holman

Yves Jordan

Kari Korpela

## Appreciation

The members of the UBL TC expressed their greatest appreciation to Peter for hosting the face-to-face and to Clearview Trade for their generosity and for the use of their facilities.

## Agenda:

| Item | Subject | Issues | Comments | Follow-up |
| --- | --- | --- | --- | --- |
| #1 | Monday afternoon   * Opening and PRD01 comments | * Meeting agenda and objectives * Comments received for PRD01 * International data models for e-invoicing * Business payments in the US | * Reviewed comments received during PRD01. * Agreed to include comments received from Yves Sunday night. * Comments 10 to 25 to be addressed during pre-award discussions. * Comments 26 to 29 to be addressed during Transportation discussions. | * Agreed to review UBL section 3.5.4 Thursday morning to clarify use of extensions. * Ken will address comments 03 to 09. * Kenneth will update comment resolution log to include new comments from Yves. |
| #2 | Tuesday morning   * International data model for e-invoicing (continued from Monday afternoon) | * Work will be done in CEN TC 434 to create a European or international standard for electronic invoicing | * Should the UBL TC seek a formal liaison with TC 434? * Should the UBL TC publish a position paper (as a Committee Note)? * Should the UBL TC publish a Committee Note with mappings to other syntaxes? | * Agreed that the UBL TC is open to establish a formal liaison with CEN TC 434 if there is an interest from the CEN TC. * Martin will keep the UBL TC informed of any progress. |
| #3 | Tuesday morning   * Transportation Subcommittee | * Review of Transportation SC contributions to PRD01 * Review of comments received for PRD01 | * Danish Chamber of Commerce has reviewed the Goods Item Passport. * Opportunity to present the Goods Item Passport to the ICC. * A reminder is needed in the Proof of Re-exportation process. Can’t use existing Reminder document. Necessary to create a specific Proof of Re-exportation Reminder document. * Reviewed comments received during PRD01: PRD01-26, PRD01-27, PRD01-28 and PRD01-29. | * Peter will present the Goods Item Passport to the ICC and ask them to review before or during PRD02. * Transportation Subcommittee (Peter) will develop a proposal for a new Proof of Re-exportation Reminder. * Change typo in fig. 59 (“Export Party” -> “Exporter Party”). * Ken will create a copy of the master spreadsheets used for PRD01 that can be used for proposals made by the TSC. * Kenneth will document resolutions in the PRD01 comment resolutions log. |
| #4 | Tuesday afternoon   * Pre-award | * Discussion of EC regulatory pre-award requirements * Review of comments received for PRD01 | * It was agreed that the TC will work to meet all EC regulatory pre-award requirements in UBL 2.3. * Resolved comments 10 to 18. | * Kenneth to update comment resolution log |
| #5 | Wednesday morning   * Pre-award | * Review of comments received for PRD01 | * Resolved comments 19 to 25 and 30 to 45. * All pre-award comments addressed | * Kenneth to update comment resolution log |
| #6 | Wednesday afternoon   * Post-award Subcommittee | * Discussion of adding a text BBIE to the Address ABIE to describe or clarify an address | * Created <https://issues.oasis-open.org/browse/UBL-247> | * Agreed to include UBL-247 in PRD02 |
|  | Wednesday afternoon   * Redrawing of UBL diagrams using draw.io | * Discussion of process of redrawing UBL 2.3 diagrams | * The images that need to be created are found in this folder: <http://docs.oasis-open.org/ubl/csprd01-UBL-2.3/art/artpdf/> * All new images are to be stored in two forms, \*.drawio and \*.svg, in the Google Drive folder. * All TC members have read/write access to that folder (contact Ken or Kenneth to request access if you don't have it and provide your Gmail address). * If the diagram exists in Google Drive, another TC member already has taken ownership of that diagram. * The images that need to be created are found in this folder: http://docs.oasis-open.org/ubl/csprd01-UBL-2.3/art/artpdf/ * All new images are to be stored in two forms, \*.drawio and \*.svg, in the Google Drive folder. * All TC members have read/write access to that folder (contact Ken or Kenneth to request access if you don't have it and provide your Gmail address). * If the diagram exists in Google Drive, another TC member already has taken ownership of that diagram. * If the diagram you want to work on does not exist in the Google Drive, create a placeholder image (can be empty) there to stake your claim. * If an error is found in a diagram, fix it (the diagrams are not normative). * The tool being used is the free online drawing program: <http://draw.io>   + For those who are drawing swim-lane diagrams, UBL-2.2-OrderingProcess.\* is being created as a prototype for all swim-lane diagrams.   + Please store the image source as {name}.drawio.   + Please export the image as {name}.svg.   + Some members may be using http://bpmn.io to assist in conceptualizing their swim-lane diagrams and may choose to store the BPMN source as {name}.bpmn but this is not a requirement for all swim-lane diagrams. | * Redraw all UBL diagrams using draw.io (all TC members) |
| #7 | Thursday morning | * Production of UBL artefacts (continuous integration environment) | * Discussion and review of various source code repositories and continuous integration tools for creating a collaborative environment for producing UBL artefacts (XSDs, spreadsheets, etc.). * Question whether such environment could be in conflict with OASIS TC Process section 1.7 and the definition of “conducting official business”. | * Kenneth to write TC Admin to see if OASIS has a preferred tool for collaborative and continuous delivery of TC artefacts. |
| #8 | Thursday morning | * Review section 3.5.4 * Can we add a note to the prose specification to discuss how multiple documents can be bundled within an envelope? | * Identified that the text to modify in order to discourage the use of Extensions for information items that already exists in UBL is 3.5.1. * Identified that 3.5.2 has to reflect that Extensions now exist in every ABIE. * Agreed that the bundling of UBL documents into a single instance is out of scope for UBL. There is already existing OASIS technology available to do this. Agreed to add a note to the prose specification explaining this. | * Kenneth to draft a proposal for 3.5.1. * Ken to draft a proposal for 3.5.2. * Kenneth to draft a note regarding bundling of documents (new section 3.6). |
| #9 | Thursday afternoon | * Review conformance clause | * Agreed that the conformance clause should also require conformance with additional (non-XSD) extension constraints, such as those clarified with the new paragraph in 3.5.1. | * Update bullet 2 of the conformance to read (change marked with underlined italic): “there are no violations of the XSD *or other* constraints on extension scaffolding and metadata described in Section 3.5, “Extension Methodology and Validation”, and” (Ken). |
| #10 | Thursday afternoon | * Redrawing diagrams in revisable format | * Discussion about what constitutes a “revisable format” for the ISO submission. * There is an open ticket <https://issues.oasis-open.org/browse/UBL-240> | * Kenneth to clarify with TC Admin. |
| #11 | Friday morning | * Work on publishing issues | * Publishing issues brought up by TC Admin (PRD01 comments 03 to 09). | * Ken to resolve issues addressed by TC Admin. |