



UN/CEFACT

SIMPLE, TRANSPARENT AND EFFECTIVE PROCESSES

FOR GLOBAL BUSINESS

Business Requirement Specifications (BRS)

Business Domain: Accounting

Business Process: Accounting Reporting

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2 PREAMBLE

The purpose of the project is to develop a Financial Reporting standard model to fulfill accounting requirements in the production of reporting with respect to generally admitted accounting principles.

The accounting entries, result of wide range of business events, resource consumption and agent actions, sorted by account in a trial balance, aggregated in one or more items with a chart of mapping, allow to obtain any kind of financial reporting (accounting, fiscal, financial, statistic, ratios, etc.) according to the organization of the accountancy and the reporting of the entity.

3 REFERENCES

- UN/CEFACT Modeling Methodology User Guide (CEFACR/TMG/N093) ;
- UN/CEFACT Business Requirement specifications Document Template (CEFACT/ICG/005)
- UN/CEFACT TBG 12 Results

4 OBJECTIVES

The objective of this document is to standardize the Business Processes, the Business Transactions and the Information Entities regarding the technical description and information of the financial reporting.

The Business Process is the detailed description of the way partners have to play their respective role, establish business relationship and share responsibilities to interact efficiently with the support of their respective information system.

The business documents are composed of Business Information Entities (BIE), which when available, are taken from the library of reusable business information entities and when not found, are proposed as new Business Information Entities. The contents of the business documents and the Business Information Entities are presented using class diagrams.

5 SCOPE

The scope for this project consists in building a standard financial reporting due to designated collecting organizations being publicly empowered or acknowledged data collectors and with the financial, accounting and audit analysts.

This financial reporting will be available to, and usable for all businesses activities enabling completion of business scenario. The project includes all business sizes, internal as well as relocated accounting processes, domestic and international environments, single company and corporate, and concerns all activity domains.

A demonstrator will be produced in collaboration with TBG18 related to electronic data exchange of accounting documents between agricultural companies and the control authority of the sector in France.

Categories	Context description
Business Process	Financial Reporting
Product Classification	All Financial document
Industry Classification	All sectors
Geopolitical	Global
Official Constraint	International Financial Reporting Standards (IFRS) International & European Regulations National regulation (GAAP: Generally Accepted Accounting Principles) Sectorial & Local applicable regulation
Business Process Role	Issuer, Receiver, partner, information owner
Supporting role	None
System Capabilities	No limitation

Reporting is the final step of the accounting process. Apart from this application, it generally consists in upload tax returns of the company, economic statistics, to fulfill several legal formalities, consolidation figures of a group, etc.

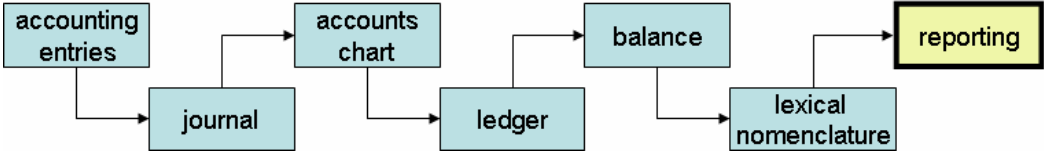


Figure 1 : Accounting and reporting general View.

6 BUSINESS REQUIREMENTS

6.1 BUSINESS REQUIREMENT VIEWS

Each process is described and identified through a use case diagram.

6.1.1 DOWNLOAD OF LEXICAL NOMENCLATURE

6.1.1.1 SCOPE

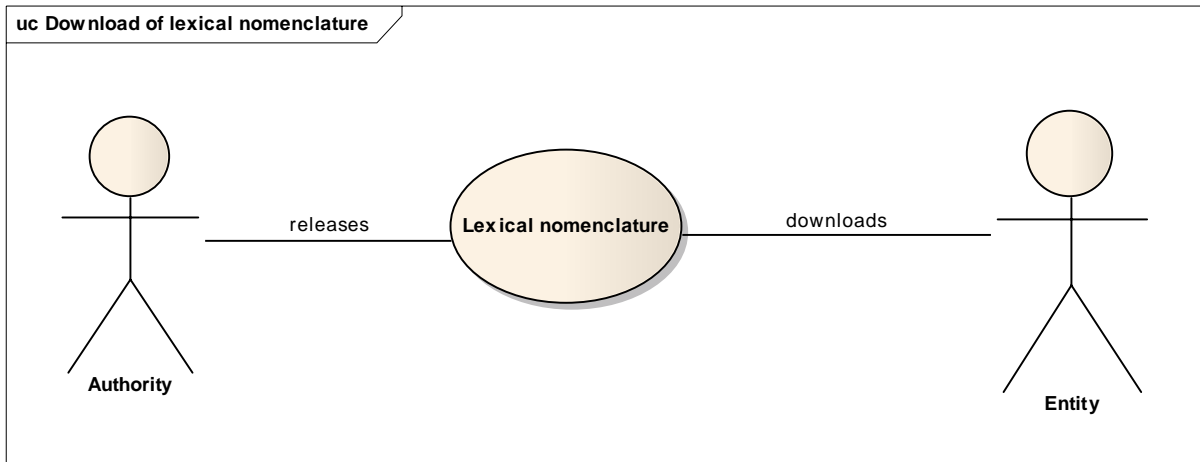
The process describes the procedure to download the up to date lexical nomenclature corresponding to the complete required information to be disclosed for the domain.

6.1.1.2 PRINCIPLE

The authority has created or updated, in due time the lexical nomenclature that must be used by the entity to file the required information to satisfy the legal formality for financial reporting.

The entity downloads the lexical nomenclature to file the required information.

6.1.1.3 DOWNLOAD OF THE LEXICAL NOMENCLATURE



Business process Name	Lexical nomenclature download
Identifier	From owners' standard lexical nomenclature to Entity's lexical nomenclature
Actors	Authority Entity
Description	Download of a lexical nomenclature in order to set up data collection process
Pre-condition	Updated version Authority lexical Nomenclature available
Post-conditions	Extraction, computation of required financial information
Scenario	The entity downloads the lexical nomenclature updated and made available by the authority
Remarks	None

The lexical nomenclature is the subject of another message.

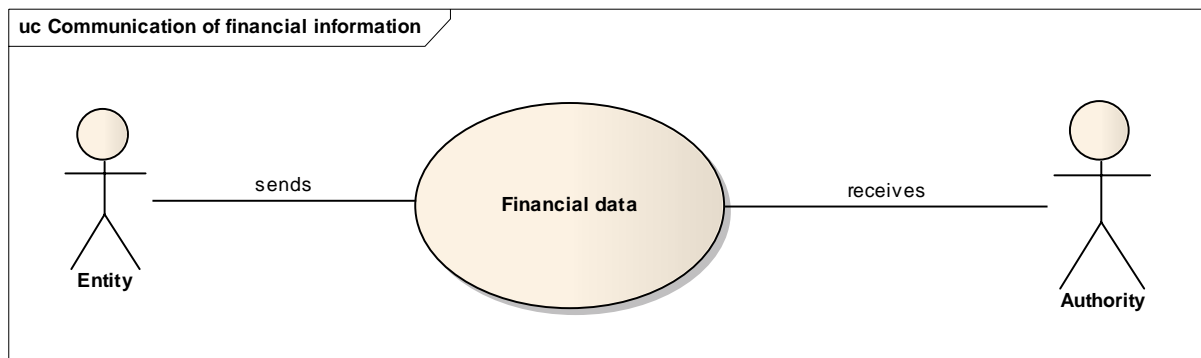
6.1.2 COMMUNICATION OF FINANCIAL INFORMATIONS

6.1.2.1 SCOPE

The process describes the transmission of financial information to an authority

6.1.2.2 PRINCIPLE

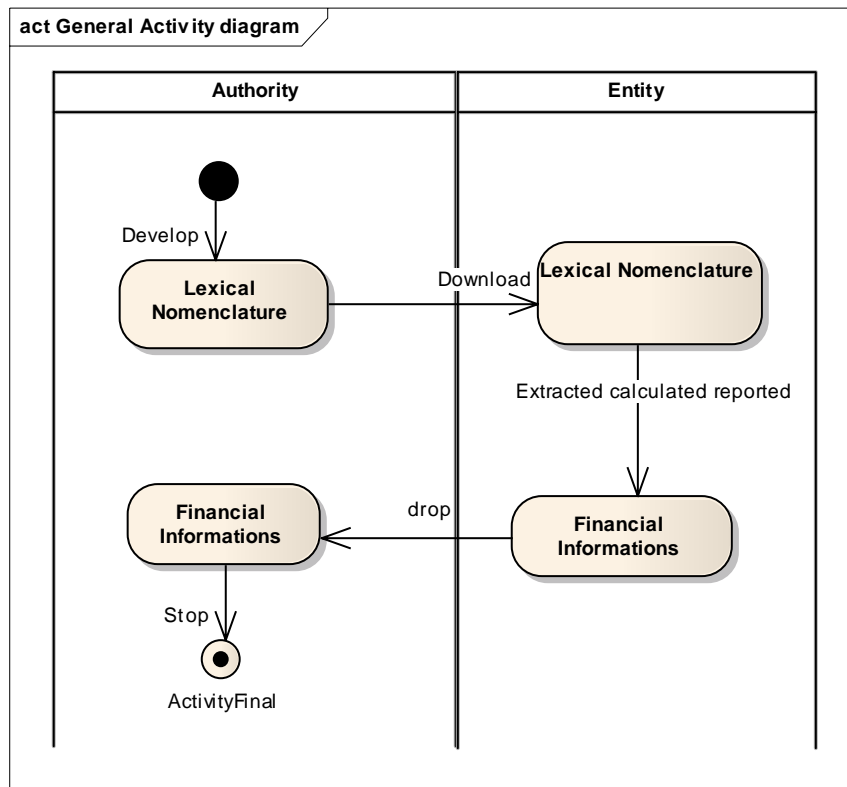
The entity or a mandated intermediate is responsible for the transmission of financial information using the standard message.



Business process Name	Financial information transmission.
Identifier	From financial data storage to web storage Nomenclature Authority
Actors	Issuer: Entity or mandated intermediate Receiver: Web Storage Unit for Nomenclature Authority
Description	To send financial data to an information collection authority
Pre-condition	Calculation and aggregation of requested information is fulfilled
Post-conditions	None
Scenario	The entity files the requested information to the collecting authority using the appropriate standard message
Remarks	

6.2 BUSINESS COLLABORATION

An activity diagram or sequence diagram describe business collaboration(s) between the collecting authority and the entities that are responsible for information disclosure. Each process must be described in terms of collaboration .



6.2.1 COMMUNICATION OF FINANCIAL INFORMATIONS

6.2.1.1 ACTIVITY DIAGRAM

Description: The entity sends financial information to authority.

6.2.1.2 BUSINESS COLLABORATION

Business collaboration	
Identifier	Communication of data
Description	The entity sends financial information to authority.
Partners types	Entity
Authorized Roles	
Legal Steps/Requirement	/
Economic consequences	None
Initial/Terminal Events	<ul style="list-style-type: none">• Initial : entity sends financial information• Final: the authority stores financial information in order to do internal processing later.
Scope	To send financial information to authorities.
Scope	/
Constraints	Defined by authority.

6.3 INFORMATION MODEL DEFINITION

6.4 BUSINESS RULES

6.5 DEFINITION OF TERMS

Chart of mapping: Chart designed in sight of grouping data elements of a data model from a detailed level to produce different aggregated object in another data model.

Information collection authority: Public or Private Authority empowered to collect information from public or private businesses.

Financial reporting (or Financial Information): Periodic statements mainly based upon accounting books required of a business reflecting an overview of its financial position; the financial report is presented in a structured manner and legible and understandable form.

(http://en.wikipedia.org/wiki/Financial_audit)

Financial audit : A **financial audit**, or more accurately, an **audit of financial statements**, is the review of the financial statements of a company or any other legal entity (including governments), resulting in the publication of an independent opinion on whether or not those financial statements are relevant, accurate, complete, and fairly presented (source http://en.wikipedia.org/wiki/Financial_audit).

Financial accounting : Financial accounting is the field of accountancy concerned with the preparation of financial statements for decision makers, such as stockholders, suppliers, banks, employees, government agencies, owners, and other stakeholders (http://en.wikipedia.org/wiki/Financial_accounting).

Formality: Set of documents prescribed by the law, the rule, dependent on the achievement of certain legal, administrative, financial or accounting instrument, like condition of validated.

Form Template: The form template expresses extra restrictions such as presentation, multiplicity, vocabularies, etc. and provides information of the final appearance such as labels and groupings.

Lexical nomenclature: Nomenclature that is organized like a kind of regular expression based, on a pattern with a defined number of characters hierarchically split with several coded dimensions. Such a nomenclature enables to arrange on a conceptual basis any information that an entity must disclose being related to financial, economic, statistical, juridical, or social matters.

Management accounting is concerned with the provisions and use of accounting information to managers within organizations, to provide them with the basis to make informed business decisions that will allow them to be better equipped in their management and control functions (http://en.wikipedia.org/wiki/Management_accounting).

Open-book accounting is an extension of the principles of Open-book management to include in an organisation's accounts all those with an interest in the organisation, not merely its employees and its shareholders (including those whose shareholding is managed indirectly, for example through a mutual fund) (http://en.wikipedia.org/wiki/Open-book_accounting).

6.6 BUSINESS INFORMATIONS- REPORTING

Report: A compilation of information which is pertinent to a specific subject or topic, such as an accounting report or financial report.

Multi	Business Term	Rel	Type	Description
0 1	Report.Name.Text	Attribut	Text	The name, expressed as text, of this report
0 1	Report.Item.Identifier	Attribut	Identifier	The unique identifier for an item in this linked report.
0 n	Report.Next Information.Identifier	Attribut	Identifier	The unique identifier for the next information.
0 n	Report.Depending.Report	Association		A report depending on this report.
0 1	Report.Specified.Financial Account	Association		A financial account specified for this report.
0 n	Report.Specified.Expected Information	Association		An expected information specified for this report..
0 1	Report.Specified.Person	Association		A person specified for this report.
0 1	Report.Specified.Address	Association		An address specified for this report.
0 1	Report.Specified.Organization	Association		A software specified for this report.
0 1	Report.Specified.Accounting Account	Association		An organization specified for this report.
0 1	Report.Joined.Document	Association		An accounting account specified for this report.
0 1	Report.Specified.Software	Association		A document joined to this report.
0 1	Report.Delimited.Period	Association		A period delimited for this report document.
0 1	Report.Specified.Payment Terms	Association		A payment specified for this report.

Formality: A compilation of gathered information to be remitted to official data collectors or interested party, such as tax or social return, statistical statement, financial repor

Multi	Business Term	Rel	Type	Description
1 1	Formality.Identifier.Identifier	Attribut	Identifier	The unique identifier for this formality.
0 1	Formality.Name.Text	Attribut	Text	The name, expressed as text, of this formality.
0 n	Formality.Manifest List.Text	Attribut	Text	To indicate the list of sent reports being part of the formality.
1 1	Formality.Nomenclature.Identifier	Attribut	Identifier	The unique identifier for this nomenclature.
0 1	Formality.Nomenclature Name.Text	Attribut	Text	The name, expressed as tex, of this nomenclature.
0 1	Formality.Concerned.Organization	Association		The organization concerned by this formality.
0 1	Formality.Delimited.Period	Association		A period delimited for this formality.

Form Template: A compilation of gathered information for this form that is part of a formality

Multi	Business Term	Rel	Type	Description
1 1	Form Template.Identifier.Identifier	Attribut	Identifier	The unique identifier for this formality.
0 1	Form Template.Name.Text	Attribut	Text	The name, expressed as text, of this formality.
0 n	Form Template.Included.Report	Association		To indicate the list of sent reports being part of the formality.

Period: A specific period of time such as the length of time between two known date/time points, from a start date onwards, or up to an end date.

Multi	Business Term	Rel	Type	Description
0 1	Specified_Period.Duration.Measure	Attribut	Measure	A measure of the length of time for this specified time period such as hours, days, weeks, months, years.
0 1	Specified_Period.Inclusive.Indicator	Attribut	Indicator	The indication of whether or not the start and end dates are included in this specified period.
0 1	Specified_Period.Description.Text	Attribut	Text	A textual description of this specified period of time.
0 1	Specified_Period.Start.Date Time	Attribut	Date Time	The date, time, date time or other date time value for the start of this specified period of time.
0 1	Specified_Period.End.Date Time	Attribut	Date Time	The date, time, date time or other date time value for the end of this specified period of time.
0 1	Specified_Period.Complete.Date Time	Attribut	Date Time	The date, time, date time or other date time value for a complete specified period of time expressed as a specific month, a specific week, etc.
0 n	Specified_Period.Function.Code	Attribut	Code	The code defining the function of this specified period such as fiscal period, accounting period.

Software : Programs and other operating information used by a computer.

Multi	Business Term	Rel	Type	Description
0 1	Software. Author Name. Text	Attribut	Text	An author's name, expressed as text, for this software program.
0 1	Software. Name. Text	Attribut	Text	A name, expressed as text, of this software.
0 1	Software. Version. Identifier	Attribut	Identifier	The unique identifier of the version of this software.
0 1	Software. User. Code	Attribut	Code	The code specifying the user of the software such as sender, recipient or intermediate.
0 1	Software. Revision. Identifier	Attribut	Identifier	The unique identifier of the revision of this software.
0 1	Software. Last Update. Date Time	Attribut	Date Time	The last update of this software.

Accounting Account : A specific account for recording debits and credits to general accounting, cost accounting or budget accounting.

Multi	Business Term	Rel	Type	Description
1 1	Accounting Account. Identification. Identifier	Attribut	Identifier	The unique identifier for this accounting account.
0 1	Accounting Account. Type. Code	Attribut	Code	The code specifying the type of accounting account such as general(main), secondary, cost accounting, budget account.
0 1	Accounting Account. Amount Type. Code	Attribut	Code	The code specifying the amount type for a specific accounting account.
0 1	Accounting Account. Sub Account. Identifier	Attribut	Identifier	A unique identifier for this accounting sub account.
0 1	Accounting Account. Name. Text	Attribut	Text	The name, expressed as text, of this accounting account.
0 1	Accounting Account. Abbreviated Name. Text	Attribut	Text	The abbreviated name, expressed as text, of this accounting account.

Organization : An organized structure set up for a particular purpose, such as a business, government body, department, charity, or financial institution.

Multi	Business Term	Rel	Type	Description
0 1	Organization. Business Type. Code	Attribut	Code	A code specifying the nature of the type of business of the organization.
0 1	Organization. Legal Classification. Code	Attribut	Code	The code specifying the legal classification of this organization such as those representing Incorporated (Inc), limited liability corporation (LLC) or non-profit.
0 1	Organization. Tax Registration. Identifier	Attribut	Identifier	A unique tax registration identifier assigned to an organization for the purpose of collecting taxes. In the US, this could be the Federal Employer Identification Number (FEIN), in the EU this could be the Value Added Tax (VAT) Registration Number.
0 1	Organization. Name. Text	Attribut	Text	The name, expressed as text, of an organization.
0 1	Organization. Identification. Identifier	Attribut	Identifier	A unique identifier for this organization.
0 1	Organization. Abbreviated Name. Text	Attribut	Text	An abbreviated name, expressed as text, of an organization.
0 1	Organization. Other Identification. Identifier	Attribut	Identifier	A unique identifier for another identification of this organization.

Address:The location at which a particular organization or person may be found or reached.

Multi	Business Term	Rel	Type	Description
0 1	Address. Identification. Identifier	Attribut	Identifier	A unique identifier for this address.
0 1	Address. Format. Code	Attribut	Code	The code specifying the format of this address.
0 1	Address. Postcode. Code	Attribut	Code	A code specifying the postcode of the address.
0 1	Address. Post Office Box. Text	Attribut	Text	The unique identifier, expressed as text, of a container commonly referred to as a box, in a post office or other postal service location, assigned to a person or organization, where postal items may be kept for this address.
0 1	Address. Line One. Text	Attribut	Text	The first free form line, expressed as text, of an address.
0 1	Address. Line Two. Text	Attribut	Text	The second free form line, expressed as text, of an address.
0 1	Address. Line Three. Text	Attribut	Text	The third free form line, expressed as text, of an address.
0 1	Address. City Name. Text	Attribut	Text	The name, expressed as text, of the city, town or village of this address.
0 1	Address. Country. Identifier	Attribut	Identifier	The unique identifier of a country for this address (Reference ISO 3166 and UN/ECE Rec 3).
0 1	Address. Operation Centre. Text	Attribut	Text	The Operation Centre expressed as text of this address such as Cedex in France.

Person: An individual human being.

Multi	Business Term	Rel	Type	Description
0 1	Person. Identification. Identifier	Attribut	Identifier	A unique identifier for this person.
0 1	Person. Name. Text	Attribut	Text	A name or set of names, expressed as text, by which this person is known.
0 1	Person. Middle Name. Text	Attribut	Text	Name or names, expressed as text, usually given to a person by his/her parents at birth, other than the first name.

0	1	Person. Family Name. Text	Attribut	Text	A name, expressed as text, that a person shares with members of his/her family.
0	1	Person. Title. Text	Attribut	Text	A textual expression of the title associated with a specific person, such as Doctor, Mr., Mrs., Ms.
0	1	Person. Salutation. Text	Attribut	Text	A formal sign or expression of greeting, expressed as text, that is appropriate for this person such as Right Honourable, Monsignor or Madam.
0	1	Person. Family Name Prefix. Text	Attribut	Text	A textual expression of a prefix that precedes this person's family name such as Van, Von.
0	1	Person. Marital Status. Code	Attribut	Code	A code specifying the married status of this person such as married, single, or divorced.
0	1	Person. Language. Identifier	Attribut	Identifier	A unique identifier of a language related to this person such as their spoken or correspondence language.
0	1	Person. Information. Address	Association		Address information for this person.

Expected Information: A single datum or a compilation of data anticipated, such as an amount, percentage, date or comment in a report.

Multi	Business Term	Rel	Type	Description	
0	1	Expected Information. Response Index. Identifier	Attribut	Identifier	The unique response index identifier for this expected information.
0	1	Expected Information. Specified. Amount	Attribut	Amount	The monetary amount specified for this expected information.
0	1	Expected Information. Amount Weight. Code	Attribut	Code	The code specifying the weight of an amount for this expected information, such as thousands of currency or truncated amount.
0	1	Expected Information. Amount Decimal Digit. Numeric	Attribut	Numeric	The number of decimals of the amount for this expected information.
0	1	Expected Information. Reference. Identifier	Attribut	Identifier	The unique reference identifier for this expected information.
0	1	Expected Information. Comment. Text	Attribut	Text	The comment, expressed as text, for this expected information.
0	1	Expected Information. Specified. Date	Attribut	Date	The date specified for this expected information.
0	1	Expected Information. Specified. Time	Attribut	Time	The time specified for this expected information.
0	1	Expected Information. Specified. Quantity	Attribut	Quantity	The quantity specified for this expected information.
0	1	Expected Information. Specified. Percent	Attribut	Percent	The percent specified for this expected information.
0	1	Expected Information. Response. Indicator	Attribut	Indicator	The indication of whether or not there is a response for this expected information.
0	1	Expected Information. Currency. Code	Attribut	Code	The code specifying the currency for this expected information.
0	1	Expected Information. Currency Decimal Digit. Numeric	Attribut	Numeric	The number of decimal digits for the currency of this expected information.
0	1	Expected Information. Currency Usage. Code	Attribut	Code	The code specifying the usage of a currency for this expected information.

Financial Institution: An institution, such as a bank, building society, credit union, stock brokerage, or similar business; established primarily to provide financial services and financial transactions.

Multi	Business Term	Rel	Type	Description	
0	1	Financial Institution. BEI. Identifier	Attribut	Identifier	The unique Business Entity Identifier (BEI) as defined in ISO 9362 for this financial institution.
0	1	Financial Institution. BIC. Identifier	Attribut	Amount	The unique Bank Identification Code (BIC) as defined in ISO 9362 for this financial institution.
0	1	Financial Institution. GLN. Identifier	Attribut	Code	The unique Global Location Number (GLN) as defined by GS1 for this financial institution.
0	1	Financial Institution. Identification. Identifier	Attribut	Numeric	A unique identifier for this financial institution.
0	1	Financial Institution. Name. Text	Attribut	Identifier	A name, expressed as text, for this financial institution.
0	1	Financial Institution. Role. Code	Attribut	Text	The code specifying a role for this financial institution, such as intermediary or settlement agent.

Financial Account: A specific business arrangement whereby debits and/or credits arising from transactions are recorded, such as, a financial account with a bank, a financial account with a trading partner etc.

Multi	Business Term	Rel	Type	Description	
0	1	Financial Account. Identification. Identifier	Attribut	Identifier	A unique identifier for this financial account.
0	1	Financial Account. Type. Code	Attribut	Code	A code specifying the type of financial account such as savings, checking.
0	1	Financial Account. Account Name. Text	Attribut	Text	An account name, expressed as text, of this financial account.
0	1	Financial Account. Currency. Code	Attribut	Code	A code specifying the currency of this financial account (Reference ISO 4217 codes).
0	1	Financial Account. Servicing. Financial Institution	Association		The financial institution that services this financial account.

Party: An individual, a group, or a body having a role in a business function. Party has a legal connotation in a business transaction.

Multi	Business Term	Rel	Type	Description	
0	1	Party. Identification. Identifier	Attribut	Identifier	A unique identifier of the party.
0	1	Party. Type. Code	Attribut	Code	A code specifying the type of party that is independent of its role.
0	1	Party. Name. Text	Attribut	Text	A name, expressed as text, for this party.
0	1	Party. Access Rights. Code	Attribut	Code	A code specifying this party's access rights such as unlimited, restricted and prohibited.
0	1	Party. Role. Code	Attribut	Code	A code specifying the role of this party.

Payment Terms: Terms and conditions by which payment has been or will be made.

Multi	Business Term	Rel	Type	Description	
0	1	Payment Terms. Duration. Measure	Attribut	Identifier	The measure of the length of time duration for these payment terms such as 12 hours, 15 days, 2 weeks, 3 months, 5 years.
0	1	Payment Terms. Type. Code	Attribut	Code	A code specifying the type of payment terms.
0	1	Payment Terms. Settlement Discount. Rate	Attribut	Text	The rate for the settlement discount that is offered for payment under these payment terms.
0	1	Payment Terms. From Event. Code	Attribut	Code	A code specifying the event from which payment terms are offered for a length of time.
0	1	Payment Terms. Agent. Party	Association		The party that acts on behalf of another party for these payment terms.

Document: A collection of data for a piece of written, printed or electronic matter that provides information or evidence.

Multi	Business Term	Rel	Type	Description	
0	1	Document. Attachment. Binary Object	Attribut	Binary Object	A binary object that is attached or otherwise appended to this document.
0	1	Document. Production. Software	Association		The software used for the production of this document.