



UN/CEFACT

SIMPLE, TRANSPARENT AND EFFECTIVE PROCESSES

FOR GLOBAL BUSINESS

Business Requirement Specifications (BRS)

Business Domain: Accounting

Business Process: Financial Reporting

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1 DOCUMENT CHANGE HISTORY LOG

Date of change	Version	Paragraph changed	Summary of changes
18-04-2006	1.01	TBG approval date	
30/09/2009	1.3	all	Changes after TBG17 1 st harmonization and quality assessment
31/03/2010	1.4	all	Changes after TBG17 2 nd harmonization and quality assessment

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 (CEFACT/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, and by extension, any kind of information reporting due or issued by an entity, being for internal or external purpose.

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.

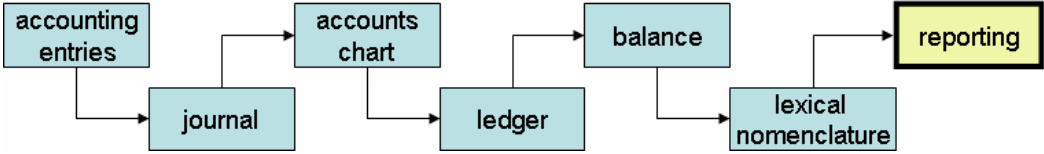


Figure 1 : Accounting and reporting general View.

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

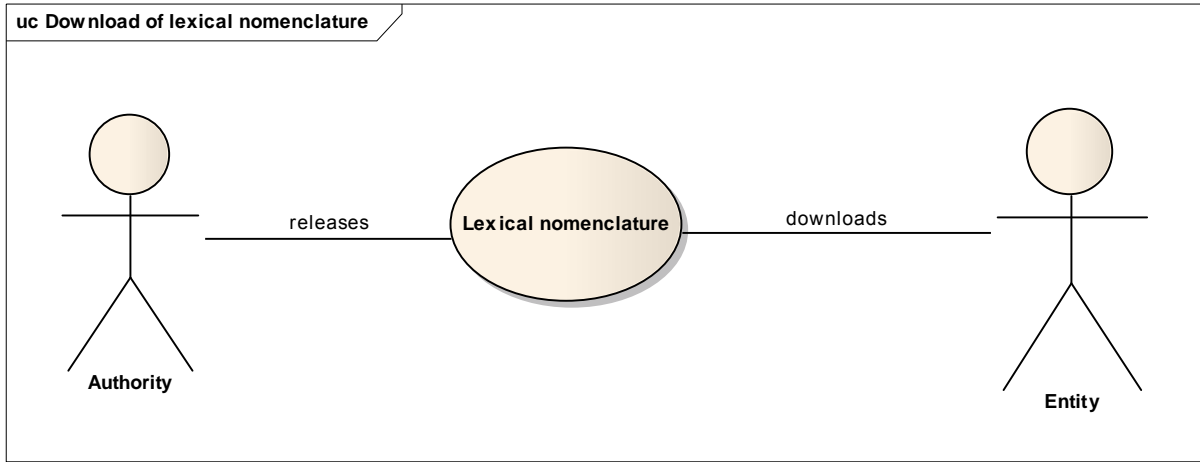
The process describes the procedure to download the up to date lexical nomenclature corresponding to the complete required information to be disclosed for the domain.

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.

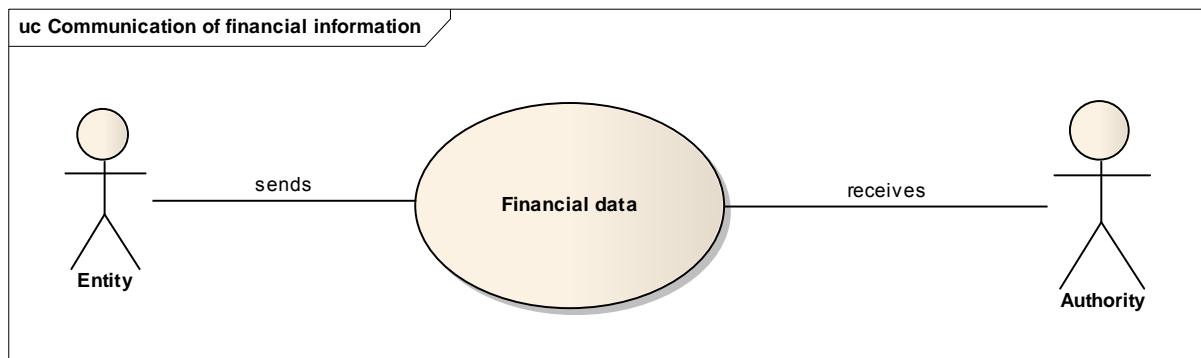
6.1.2 COMMUNICATION OF FINANCIAL INFORMATION

6.1.2.1 SCOPE

The process describes the transmission of financial information to an authority

6.1.2.2 PRINCIPLE

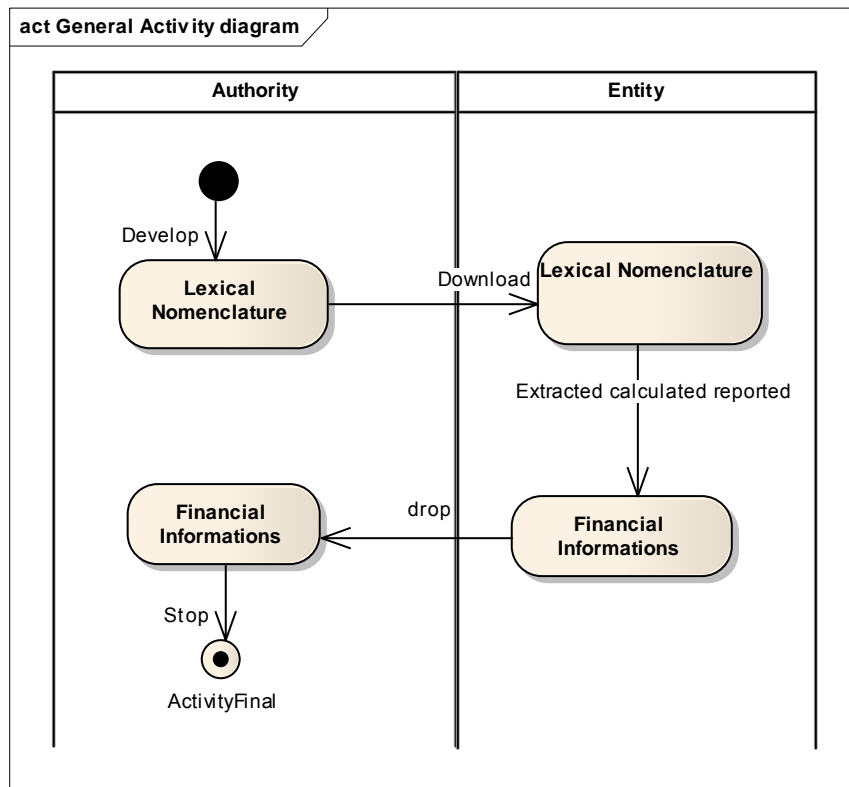
The entity or a mandated intermediate is responsible for the transmission of financial information using the standard message.



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 INFORMATION

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.

6.4 BUSINESS RULES

The use of Core Components is conditioned with the following rules:

- Use of Item of the ACC *Report*, we can indifferently associate one or more ACC which relies on it; for example, the identification of a fellow associate requires the use of ACC *Person*, *Organization*, *Address* and possibly of *Expected Information* to indicate the number of detained shares; the BBIE *Next Item* enables to indicate which will be the next ACCs in order to control the sequence;;
- The ASCC *Report. Dependent. Report* admits in theory an unlimited number of iterations; in practice, we might find most often less than 100 iterations; however, in some cases, for example if we have to produce a fixed assets list, the number can frequently exceed several tens of thousands “Item” elements.

6.5 DEFINITION OF TERMS

Accounts Chart: 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 (≡ Chart of Accounts).

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

ACC	Report. Details	A compilation of information which is pertinent to a specific subject or topic, such as an accounting report or financial report.		
BCC	Report. Name. Text	The name, expressed as text, of this report.	0	1
BCC	Report. Item. Identifier	The unique identifier for an item in this report.	0	1
BCC	Report. Next Information. Identifier	A unique identifier of the next piece of information for this report.	0	unbounded
ASCC	Report. Dependent. Report	A report dependent on this report.	0	unbounded
ASCC	Report. Specified. Financial Account	The financial account specified for this report.	0	1
ASCC	Report. Specified. Expected Information	Expected information specified for this report.	0	unbounded
ASCC	Report. Specified. Person	The person specified for this report.	0	1
ASCC	Report. Specified. Address	The address specified for this report.	0	1
ASCC	Report. Specified. Organization	The organization specified for this report.	0	1
ASCC	Report. Specified. Accounting Account	The accounting account specified for this report.	0	1
ASCC	Report. Included. Document	The document included in this report.	0	1
ASCC	Report. Specified. Software	The software specified for this report.	0	1
ASCC	Report. Specified. Accounting Period	An accounting period specified for this report document.	0	unbounded
ASCC	Report. Specified. Payment Terms	The payment terms specified for this report.	0	1
ASCC	Report. Included. Form Template	A form template included in this formality.	0	unbounded

Formality:

ACC	Formality. Details	A compilation of gathered information to be remitted to official data collectors or interested parties, such as a tax or social return, statistical statement, financial report.		
BCC	Formality. Identification. Identifier	A unique identifier for this formality.	1	1
BCC	Formality. Name. Text	The name, expressed as text, of this formality.	0	1
BCC	Formality. Manifest. Text	A list of reports, expressed as text, that make up this formality.	0	unbounded
BCC	Formality. Nomenclature. Identifier	The unique nomenclature identifier for this formality.	0	1
BCC	Formality. Nomenclature Name. Text	The name, expressed as text, of the nomenclature for this formality.	0	1
ASCC	Formality. Specified. Accounting Period	An accounting period delimited for this formality.	0	unbounded
ASCC	Formality. Concerned. Organization	The organization concerned by this formality.	0	1

Form Template:

ACC	Form Template. Details	A model or standard for making comparisons for a form.		
BCC	Form Template. Identification. Identifier	The unique identifier for this form template.	0	1
BCC	Form Template. Name. Text	The name, expressed as text, for this form template.	0	1
ASCC	Form Template. Included. Report	A report included in this form template.	0	unbounded

Accounting Period:

ACC	Accounting Period. Details	A period of time for which accounts are recorded, audited, and reported.		
ASCC	Accounting Period. Specified. Period	The period specified for this accounting period.	0	1
ASCC	Accounting Period. Specified. Accounting Check	The accounting check specified for this accounting period.	0	1

Period:

ACC	Period. Details	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.		
BCC	Period. Duration. Measure	A measure of the length of time for this time period such as hours,	0	1

		days, weeks, months, years.		
BCC	Period. Inclusive. Indicator	The indication of whether or not the start and end dates are included in this period.	0	1
BCC	Period. Description. Text	A textual description of this period of time.	0	1
BCC	Period. Start. Date Time	The date, time, date time or other date time value for the start of this period of time.	0	1
BCC	Period. End. Date Time	The date, time, date time or other date time value which specifies the end of this period of time.	0	1
BCC	Period. Complete. Date Time	The date, time, date time or other date time value for a complete period of time expressed as a specific month, a specific week etc.	0	1
BCC	Period. Function. Code	A code specifying the function of this period, such as fiscal period, accounting period.	0	1

Software:

ACC	Software. Details	Programs and other operating information used by a computer.		
BCC	Software. Author Name. Text	An author's name, expressed as text, for this software program.	0	1
BCC	Software. Name. Text	A name, expressed as text, of this software.	0	1
BCC	Software. Version. Identifier	The unique identifier of the version of this software.	0	1
BCC	Software. User Type. Code	The code specifying the type of user of this software, such as sender, recipient or intermediary.	0	1
BCC	Software. Revision. Identifier	A unique identifier of the revision of this software.	0	1
BCC	Software. Update. Date Time	A date, time, date time, or other date time value of an update of this software.	0	1

Accounting Account:

ACC	Accounting Account. Details	A specific account for recording debits and credits to general accounting, cost accounting or budget accounting.		
BCC	Accounting Account. Identification. Identifier	The unique identifier for this accounting account.	0	1
BCC	Accounting Account. Type. Code	The code specifying the type of accounting account such as general(main), secondary, cost accounting, budget account.	0	1
BCC	Accounting Account. Sub Account. Identifier	A unique identifier for this accounting sub account.	0	1
BCC	Accounting Account. Name. Text	The name, expressed as text, of this accounting account.	0	1
BCC	Accounting Account. Abbreviated Name. Text	The abbreviated name, expressed as text, of this accounting account.	0	1
BCC	Accounting Account. Main Accounts Chart. Identifier	The unique identifier for the main accounts chart for this accounting account.	0	1
BCC	Accounting Account. Main Accounts Chart Reference. Identifier	The unique identifier of the main accounts chart reference for this accounting account.	0	1

Organization:

ACC	Organization. Details	An organized structure set up for a particular purpose, such as a business, government body, department, charity, or financial institution.		
BCC	Organization. Business Type. Code	A code specifying the nature of the type of business of the organization.	0	1
BCC	Organization. Legal Classification. 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
BCC	Organization. Tax Registration. 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
BCC	Organization. Name. Text	A name, expressed as text, of this organization.	0	1
BCC	Organization. Identification. Identifier	A unique identifier for this organization.	0	1
BCC	Organization. Abbreviated Name. Text	An abbreviated name, expressed as text, for an organization.	0	1
BCC	Organization. Function. Code	A code specifying a function of an organization.	0	1
ASCC	Organization. Postal. Address	A postal address for this organization.	0	1
ASCC	Organization. Primary. Person	The primary person for this organization.	0	1

Address:

ACC	Address. Details	The location at which a particular organization or person may be found or reached.		
BCC	Address. Identification. Identifier	A unique identifier for this address.	0	1
BCC	Address. Format. Code	The code specifying the format of this address.	0	1
BCC	Address. Postcode. Code	A code specifying the postcode of the address.	0	1
BCC	Address. Post Office Box. 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
BCC	Address. Line One. Text	The first free form line, expressed as text, of an address.	0	1
BCC	Address. Line Two. Text	The second free form line, expressed as text, of an address.	0	1
BCC	Address. Line Three. Text	The third free form line, expressed as text, of an address.	0	1
BCC	Address. City Name. Text	The name, expressed as text, of the city, town or village of this address.	0	1
BCC	Address. Country. Identifier	The unique identifier of a country for this address (Reference ISO 3166 and UN/ECE Rec 3).	0	1
BCC	Address. City Sub-Division Name. Text	A name, expressed as text, of a sub-division of a city for this address, for example a district or borough.	0	1
BCC	Address. Country Name. Text	A name, expressed as text, of the country for this address.	0	1
BCC	Address. Country Sub-Division Name. Text	A name, expressed as text, of the sub-division of a country for this address.	0	1
BCC	Address. Operation Centre. Text	The operation centre, expressed as text, for this address.	0	1

Person:

ACC	Person. Details	An individual human being.		
BCC	Person. Identification. Identifier	A unique identifier for this person.	0	1
BCC	Person. Name. Text	A name or set of names, expressed as text, by which this person is known.	0	1
BCC	Person. Middle Name. 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
BCC	Person. Family Name. Text	A name, expressed as text, that a person shares with members of his/her family.	0	1
BCC	Person. Title. Text	A textual expression of the title associated with a specific person, such as Doctor, Mr., Mrs., Ms.	0	1
BCC	Person. Salutation. 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
BCC	Person. Family Name Prefix. Text	A textual expression of a prefix that precedes this person's family name such as Van, Von.	0	1
BCC	Person. Marital Status. Code	A code specifying the married status of this person such as married, single, or divorced.	0	1
BCC	Person. Language. Identifier	A unique identifier of a language related to this person such as their spoken or correspondence language.	0	1
ASCC	Person. Information. Address	Address information for this person.	0	1

Expected Information:

ACC	Expected Information. Details	A single datum or a compilation of data anticipated, such as an amount, percentage, date or comment in a report.		
BCC	Expected Information. Response Index. Identifier	The unique response index identifier for this expected information.	0	1
BCC	Expected Information. Specified. Amount	The monetary value specified for this expected information.	0	1
BCC	Expected Information. Amount Weight. Code	The code specifying the weight of an amount for this expected information, such as thousands of currency or truncated amount.	0	1
BCC	Expected Information. Amount Decimal Digit. Numeric	The number of decimals of the amount for this expected information.	0	1
BCC	Expected Information. Reference. Identifier	The unique reference identifier for this expected information.	0	1
BCC	Expected Information. Comment. Text	The comment, expressed as text, for this expected information.	0	1
BCC	Expected Information. Specified. Date	The date specified for this expected information.	0	1
BCC	Expected Information. Specified. Time	The time specified for this expected information.	0	1
BCC	Expected Information. Specified. Quantity	The quantity specified for this expected information.	0	1
BCC	Expected Information. Specified. Percent	The percent specified for this expected information.	0	1
BCC	Expected Information. Response. Indicator	The indication of whether or not there is a response for this expected information.	0	1
BCC	Expected Information. Currency. Code	The code specifying the currency for this expected information.	0	1
BCC	Expected Information. Currency Decimal Digit. Numeric	The number of decimal digits for the currency of this expected information.	0	1

BCC	Expected Information. Currency Usage. Code	The code specifying the usage of a currency for this expected information.	0	1
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Financial Institution:

ACC	Financial Institution. Details	An institution, such as a bank, building society, credit union, stock brokerage, or similar business; established primarily to provide financial services and financial transactions.		
BCC	Financial Institution. BEI. Identifier	The unique Business Entity Identifier (BEI) as defined in ISO 9362 for this financial institution.	0	1
BCC	Financial Institution. BIC. Identifier	The unique Bank Identification Code (BIC) as defined in ISO 9362 for this financial institution.	0	1
BCC	Financial Institution. GLN. Identifier	The unique Global Location Number (GLN) as defined by GS1 for this financial institution.	0	1
BCC	Financial Institution. Identification. Identifier	A unique identifier for this financial institution.	0	1
BCC	Financial Institution. Name. Text	A name, expressed as text, for this financial institution.	0	1
BCC	Financial Institution. Role. Code	The code specifying a role for this financial institution, such as intermediary or settlement agent.	0	1

Financial Account:

ACC	Financial Account. Details	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.		
BCC	Financial Account. Identification. Identifier	A unique identifier for this financial account.	0	1
BCC	Financial Account. Type. Code	A code specifying the type of financial account such as savings, checking.	0	1
BCC	Financial Account. Account Name. Text	An account name, expressed as text, of this financial account.	0	1
BCC	Financial Account. Currency. Code	A code specifying the currency of this financial account (Reference ISO 4217 codes).	0	1
ASCC	Financial Account. Owner. Party	A party that owns this financial account.	0	1
ASCC	Financial Account. Servicer. Party	A party that services this financial account on behalf of the account owner or owners.	0	1
ASCC	Financial Account. Servicing. Financial Institution	The financial institution that services this financial account.	0	1

Party:

ACC	Party. Details	An individual, a group, or a body having a role in a business function. Party has a legal connotation in a business transaction.		
BCC	Party. Identification. Identifier	A unique identifier of the party.	0	1
BCC	Party. Type. Code	A code specifying the type of party that is independent of its role.	0	1
BCC	Party. Name. Text	A name, expressed as text, for this party.	0	1
BCC	Party. Access Rights. Code	A code specifying this party's access rights such as unlimited, restricted, prohibited.	0	1
BCC	Party. Role. Code	A code specifying the role of this party.	0	1
BCC	Party. Language. Code	A code specifying a language for this specific party.	0	1

Payment Terms:

ACC	Payment Terms. Details	Terms and conditions by which payment has been or will be made.		
BCC	Payment Terms. Duration. Measure	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
BCC	Payment Terms. Type. Code	A code specifying the type of payment terms.	0	1
BCC	Payment Terms. Settlement Discount. Rate	The rate for the settlement discount that is offered for payment under these payment terms.	0	1
BCC	Payment Terms. From Event. Code	A code specifying the event from which payment terms are offered for a length of time.	0	1
BCC	Payment Terms. Additional Postponement. Code	The code specifying the additional postponement for these payment terms, such as the end of the month, 10 days after the end of the month, 15 days after the end of the month.	0	1
ASCC	Payment Terms. Agent. Party	The party that acts on behalf of another party for these payment terms.	0	1

Document:

ACC	Document. Details	A collection of data for a piece of written, printed or electronic matter that provides information or evidence.		
BCC	Document. Attachment. Binary Object	A binary object that is attached or otherwise appended to this document.	1	1
ASCC	Document. Production. Software	The software used for the production of this document.	0	1