



Profile 3  
Basic Order Only

Version 2.0



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## NES PROFILE

### Basic Order Only

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### 1 profile ID

urn:www.nesubl.eu:profiles:profile3:ver2.0

### 2 context

This profile applies to:

- all NES countries
- Customer and Supplier organisations of all sizes
- Customer and Supplier organisations in all sectors, public and private
- all types of goods and services.

This profile is intended for low frequency, non-repetitive ordering of goods and services, itemised or otherwise.

### 3 summary

Subject:

- Ordering
- Order acceptance and rejection
- in the profile title, 'Basic' indicates that the document content is a profile specific NES subset (see NES Profile Overview, section 2)

Exclusions:

- Order acceptance and rejection are external (manual)

Aims:

- systemised acquisition process

### 4 description

This profile describes a process comprising only an electronic (purchase) Order. It allows for electronic ordering of goods and services/services that are non-standard or not easily described in catalogues.

The Order may refer to a framework agreement for its terms and conditions; otherwise the Customer's terms and conditions apply.

The Order may contain Items (goods or services) with Item identifiers and Items with free text description. Because of this, the internal processes for transaction handling at the Supplier are expected to require manual intervention.

This process is intended to result in acceptance or rejection of the

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Order, but such responses are external e.g. by phone or email.

This profile can be used with no or little integration to ERP systems.

Documents included in this profile:

- Order (basic)

### 5 profile scenarios

1. accepted Order
2. rejected Order

### 6 business requirements

1. the Customer sends an electronic Order that can be received and processed by the Supplier
2. if the process results in a confirmed Order i.e. a contract is established, the Supplier is obliged to deliver the goods and/or services and the Customer is obliged to pay for those goods and services under the agreed terms and conditions

### 7 business benefits

aspect	beneficiary	benefit
process automation	Customer	<ul style="list-style-type: none"> <li>• systematic acquisition process.</li> </ul>
Customer relations	Supplier	<ul style="list-style-type: none"> <li>• closer Customer relations</li> <li>• increased trust in received Orders</li> </ul>

### 8 use case diagram





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#### 9 actors involved in the process

party	role	comments
Customer	Buyer	The Party that purchases the goods or services. The Party that sends the Order. Also known as Order Point.
Supplier	Seller	The Party responsible for handling Buyer services. The Party that receives the Order. The Seller Party is legally responsible for providing the goods and services to the Buyer. Also known as Sales Point, Provider, Customer Manager.

#### 10 process parameters

##### business rules

- |                |  |
|----------------|--|
| document level | <ol style="list-style-type: none"><li>reference to a contract or framework agreement may only be made at document level</li><li>Delivery details stated at document level must apply to all Order Lines</li><li>Payment Means and Terms stated at document level must apply to all Order Lines</li><li>accounting details stated at document level must apply to all Order Lines</li></ol> |
| line level     | <ol style="list-style-type: none"><li>an Order Line may contain an identified Item or an Item with a free text description</li><li>quantities must be positive and amounts must not be negative</li></ol>  |

##### exceptions

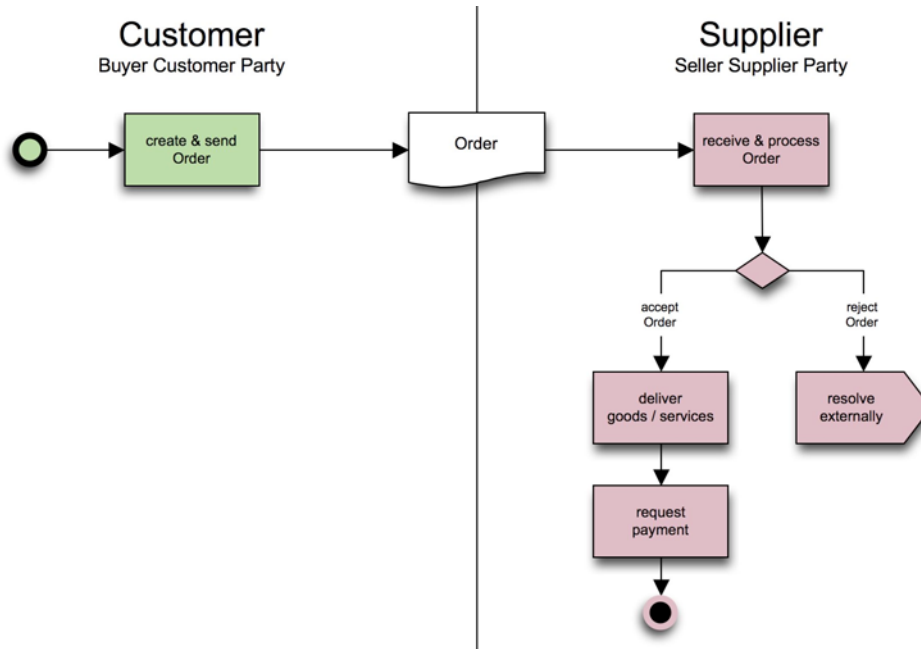
- Order acceptance and rejection is handled externally
- fulfilment and billing processes are handled externally

##### pre-conditions

- the Customer and the Supplier have identified each other
- the Supplier has agreed to accept electronic Orders that use the profile

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### 11 activity diagram



### 12 activity description

role/party	activity	description
Buyer Customer	create and send Order	Buyer Customer creates and sends an Order to Seller Supplier.
Seller Supplier	receive and process Order	Seller Supplier receives and processes the Order.
Seller Supplier	accept or reject Order	Seller Supplier accepts or rejects the Order. Acceptance of the Order initiates a delivery and payment request process. Rejection leads to an external resolution process. Notification of acceptance/rejection is external.
	deliver & receive	Implied, despatch, delivery and receipt are external to this profile.
Accounting Supplier	request payment	Implied, billing is external to this process.

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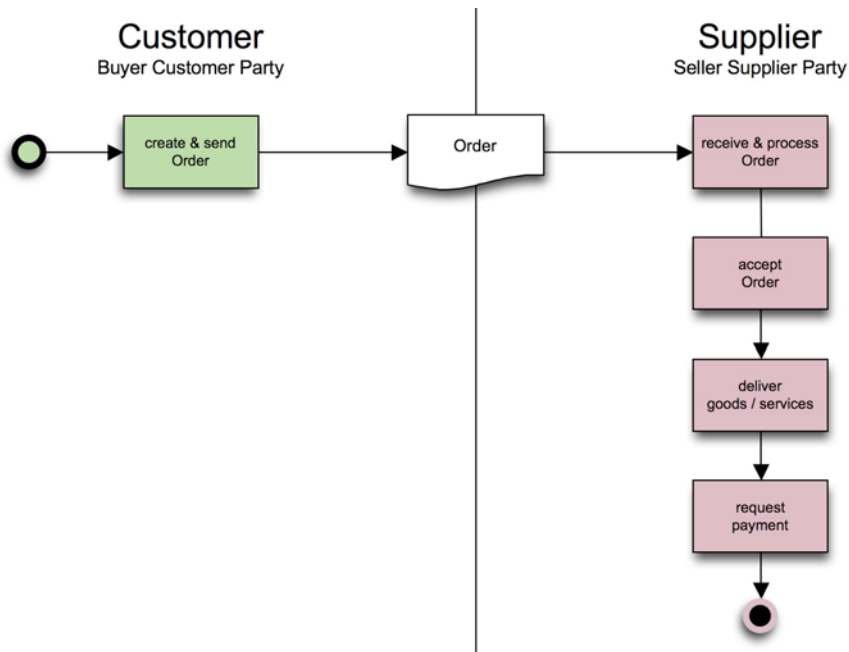
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#### 13 scenario 1

**name** accepted Order

**description** In this scenario the Supplier accepts the Order.

#### 13.1 scenario 1 activity diagram



#### 13.2 scenario 1 runtime business rules

1. the Supplier accepts the Order: notification is external

#### 13.3 scenario 1 post-conditions

1. after successful Order placement, the Supplier is committed to deliver the specified goods and services to the defined place and at the defined time
2. after successful delivery, the Customer is committed to pay for the goods and services

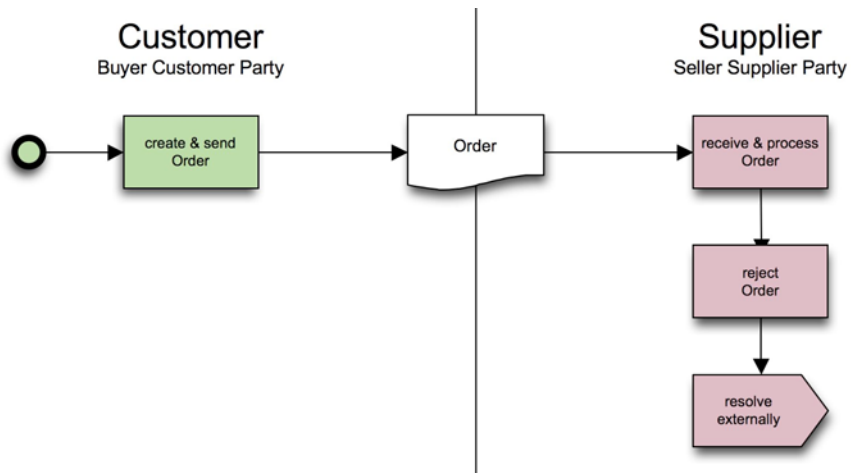
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### 14 scenario 2

**name** rejected Order

**description** In this scenario the Supplier rejects the Order.

#### 14.1 scenario 2 activity diagram



#### 14.2 scenario 2 runtime business rules

1. the Supplier rejects the Order; notification is external

#### 14.3 scenario 2 post-conditions

1. the Customer cancels the Order