

Technical Guide NCC Incoming e-invoices

This document provides general information required by NCC for the receipt of electronic invoices, along with some detailed technical specifications of supported invoice formats, including field definitions and associated XML tags.

VAN Operator all NCC Companies

- CGI
- CGI Finland (003703575029)

Peppol ID

PEPPOL-ID Sweden: 0007:organization number
PEPPOL-ID Norway: 0192:organization number
PEPPOL-ID Denmark: 0184:CVR-number
PEPPOL-ID Finland: 0216:OVTcode

GLN-number Sweden

GLN number: **7350047100007** (applicable for all NCC's companies in Sweden)

EAN-number Denmark

EAN number: **7350047100007**

Required information

To ensure successful processing, all electronic invoices submitted to NCC must be accurately marked with a valid reference number. NCC performs automated validation to verify that the provided reference corresponds to an active project or accounting unit (cost center) within the receiving NCC company.

Accepted Reference Formats

- Nnnnnnn
- nnnnnnn-yyy-xxxx
- nnnnnnn-yyy
- nnnnnnn--xxxx

Where:

- **nnnnnnn** = Project number or accounting unit/cost center (**mandatory**)
- **yyy** = Cost account (optional)
- **xx** = Sub-account (optional)

All invoices must include a valid reference number provided by the NCC contact person. Missing or incorrect references will be rejected to the supplier.

XML invoices must also contain the supplier's email address for notifications about rejected invoices.

Formats per country

NCC supports the following electronic formats for incoming e-invoices:

Sweden*

Format	Version
Peppol Bis 3 (preferred)	Peppol BIS Billing 3
Svefaktura	Svefaktura v1.0
Beast xml	1.2.3 and 1.2.4

Norway

Format	Version
EHF3 (Peppol Bis 3)	Peppol BIS Billing 3

Finland

Format	Version
Teapps	TEAPPS v2.7.2 samt v3.0
Finvoice	Finvoice v2.7 and v3.0
Peppol Bis 3	Peppol BIS Billing 3

Denmark

Format	Version
OIOUBL	OIOUBL v2.0
Peppol Bis 3	Peppol BIS Billing 3

*additional information Sweden:

Peppol

Invoices to NCC companies in Sweden can preferable be sent through the open network PEPPOL. This is our preferred format för e-invoices IN to NCC.

Svefaktura

If you are not able to send NCC e-invoice in Peppol Bis 3 format, you may connect to Svefaktura.

Notice Svefaktura: Identifier Receiver: NCC:s GLN-number.

If you are not able to address to NCC's GLN-number, please send a ticket to nbs@ncc.com

Sweden

Technical details electronic invoices

See below for information and details about how we expect information to be sent on the invoice-XML.

PEPPOL - Sweden:

Project number/cost center/accounting unit reference tags.

If **at least one** of these 3 fields are found in supplier xml-file, it will be read as project number/accounting unit and validated vs receiving NCC company organization number.

1. BuyerReference
2. OrderReference
3. AccountingCost

```
<cbc:BuyerReference>nnnnnnnn</cbc:BuyerReference>
<cac:OrderReference>
  <cbc:ID>nnnnnnnn</cbc:ID>
<cbc:AccountingCost>nnnnnnnn</cbc:AccountingCost>
```

Receiving NCC company/organization:

```
<cac:AccountingCustomerParty>
<cac:PartyLegalEntity>
<cbc:RegistrationName>NCC Company Name</cbc:RegistrationName>
<cbc:CompanyID schemeID"0007"> org.nr NCC company</cbc:CompanyID>
</cac:PartyLegalEntity>
```

Supplier's bank information:

Account-number information to the supplier, note that it can be several in the block PaymentMeans, *example* below:

```
<cac:PaymentMeans>
  <cbc:PaymentMeansCode>30</cbc:PaymentMeansCode>
  <cbc:PaymentID>Paymentreference</cbc:PaymentID>
  <cac:PayeeFinancialAccount>
    <cbc:ID>B.Gironumber</cbc:ID>
    <cac:FinancialInstitutionBranch>
      <cbc:ID>SE:BANKGIRO</cbc:ID>
    </cac:FinancialInstitutionBranch>
  </cac:PayeeFinancialAccount>
```

Supplier email-address:

```
<cac:AccountingSupplierParty>
  <cac:Party>
    <cac:Contact>
      <cbc:ID>N/A</cbc:ID>
      <cbc:Name>N/A</cbc:Name>
      <cbc:ElectronicMail>supplierinvoice@company.com
    </cac:Contact>
  </cac:Party>
</cac:AccountingSupplierParty>
```

Svefaktura - Sweden:

Project number/cost center/accounting unit:

```
<RequisitionistDocumentReference>
  <ns3:ID>nnnnnnnn</ns3:ID>
</RequisitionistDocumentReference>
```

Receiving NCC company/organization:

```

<cac:BuyerParty>
  <cac:BuyerParty>
    <cac:PartyTaxScheme>
      <cac:CompanyID>org.nr NCC comp.</cac:CompanyID>
      <cac:TaxScheme><cac:ID>SWT</cac:ID>
    </cac:TaxScheme>
  </cac:BuyerParty>
</cac:BuyerParty>

```

Supplier's bank information:

Invoice/PaymentMeans/PayeeFinancialAccount/ID (account-number, can be several of the block PaymentMeans)

Supplier email-address:

```

  <cac:SellerParty>
    <cac:Party>
      <cac:Contact>
        <cbc:ElectronicMail>supplierinvoice@company.com</cbc:ElectronicMail>
      </cac:Contact>
    </cac:Party>
  </cac:SellerParty>

```

BEAST XML - Sweden:**Project number/accounting unit:**

```

<InvoiceHeader>
  <ReferenceToDocument>
    <ProjectNumber>nnnnnnnn</ProjectNumber>
  </ReferenceToDocument>
</InvoiceHeader>

```

Receiving NCC company/organization:

```

<BuyerNeB>
  <TaxReference>
    <BuyersVATRegistrationNumber>VAT number NCC Company</BuyersVATRegistrationNumber>
    <RegistrationNumber>org.nr NCC company</RegistrationNumber>
  </TaxReference>
</BuyerNeB>

```

Supplier's bank information:

Invoice/InvoiceHeader/SupplierNeB/SuppliersFinancialInformation
 SupplierBankgiroNumber
 SupplierPlusGiroNumber
 SupplierIBANNumber

Supplier email-address:

```

<SupplierNeB>
  <SuppliersContact>
    <Name>Svante Supplier</Name>
    <PhoneNumber>+467xxxxxxx</PhoneNumber>
    <EmailAddress>supplierinvoice@company.com</EmailAddress>
  </SuppliersContact>
</SupplierNeB>

```

Please note that NCC validates the reference number towards the receiving NCC corp.id/organization number, meaning that the reference number must be valid and exist in the correct receiving NCC company.

NORWAY

Technical details electronic invoices

See below for information and details about how we expect information to be sent on the invoice-XML.

EHF (Peppol) Norway:

Project number/cost center/accounting unit reference tags.

If **at least one** of these 3 fields are found in supplier xml-file, it will be read as project number/accounting unit and validated vs receiving NCC company organization number.

1. BuyerReference
2. OrderReference
3. AccountingCost

```
<cbc:BuyerReference>nnnnnnnn</cbc:BuyerReference>
<cac:OrderReference>
  <cbc:ID>nnnnnnnn</cbc:ID>
<cbc:AccountingCost>nnnnnnnn</cbc:AccountingCost>
```

Receiving NCC company/organization:

```
<cac:AccountingCustomerParty>
<cac:PartyLegalEntity>
<cbc:RegistrationName>NCC Company Name</cbc:RegistrationName>
<cbc:CompanyID schemeID "0192"> org.nr NCC company</cbc:CompanyID>
</cac:PartyLegalEntity>
```

Supplier's bank information:

Account-number information to the supplier, note that it can be several in the block PaymentMeans, example below:

```
<cac:PaymentMeans>
  <cbc:PaymentMeansCode>30</cbc:PaymentMeansCode>
  <cbc:PaymentID>Paymentreference</cbc:PaymentID>
  <cac:PayeeFinancialAccount>
    <cbc:ID>bankaccountnumber</cbc:ID>
  </cac:PayeeFinancialAccount>
```

Supplier email-address:

```
<cac:AccountingSupplierParty>
  <cac:Party>
    <cac:Contact>
      <cbc:ID>N/A</cbc:ID>
      <cbc:Name>N/A</cbc:Name>
      <cbc:ElectronicMail>supplierinvoice@company.com</cbc:ElectronicMail>
```

Please note that NCC validates the reference number towards the receiving NCC corp.id/organization number, meaning that the reference number must be valid and exist in the correct receiving NCC company.

Denmark

Technical details electronic invoices

See below for information and details about how we expect information to be sent on the invoice-XML.

OIOUBL Denmark:

Project number/accounting unit:

Debit invoice:

```
<Invoice>
  <cac:OrderReference>
    <cbc:ID>NNNNNN</cbc:ID></Invoice>
```

Credit invoice:

```
<CreditNote>
  <cac:OrderReference>
    <cbc:ID>NNNNNN</cbc:ID></Invoice>
```

Receiving NCC company/organization:

```
<cac:AccountingCustomerParty>
  <cac:Party>
    <cac:PartyLegalEntity>
      <cbc:RegistrationName>NCC XXX
    </cbc:RegistrationName>
    <cbc:CompanyID
      schemeID="DK:CVR">DK40XXXXXX</cbc:CompanyID>
    </cac:PartyLegalEntity>
```

Supplier's bank information:

Invoice/PaymentMeans/PayeeFinancialAccount/ID (only for debet invoices)

Supplier email-address:

```
<cac:AccountingSupplierParty>
  <cac:Party>
    <cac:Contact>
      <cbc:ID>N/A</cbc:ID>
      <cbc:Name>N/A</cbc:Name>
      <cbc:ElectronicMail>supplierinvoice@company.com
    </cac:Contact>
  </cac:Party>
</cac:AccountingSupplierParty>
```

Peppol Denmark:

Project number/cost center/accounting unit reference tags.

If **at least one** of these 3 fields are found in supplier xml-file, it will be read as project number/accounting unit and validated vs receiving NCC company organization number.

1. BuyerReference
2. OrderReference
3. AccountingCost

```
<cbc:BuyerReference>nnnnnnnn</cbc:BuyerReference>
```

```

<cac:OrderReference>
  <cbc:ID>nnnnnnnn</cbc:ID>
</cac:OrderReference>
<cbc:AccountingCost>nnnnnnnn</cbc:AccountingCost>

```

Receiving NCC company/organization:

```

<cac:AccountingCustomerParty>
  <cac:PartyLegalEntity>
    <cbc:RegistrationName>NCC Company Name</cbc:RegistrationName>
    <cbc:CompanyID schemeID="0184">CVR.no NCC company</cbc:CompanyID>
  </cac:PartyLegalEntity>

```

Supplier's bank information:

Account-number information to the supplier, note that it can be several in the block PaymentMeans, example below:

```

<cac:PaymentMeans>
  <cbc:PaymentMeansCode>30</cbc:PaymentMeansCode>
  <cbc:PaymentID>Paymentreference</cbc:PaymentID>
  <cac:PayeeFinancialAccount>
    <cbc:ID>bankaccountnumber</cbc:ID>
  </cac:PayeeFinancialAccount>

```

Supplier email-address:

```

<cac:AccountingSupplierParty>
  <cac:Party>
    <cac:Contact>
      <cbc:ID>N/A</cbc:ID>
      <cbc:Name>N/A</cbc:Name>
      <cbc:ElectronicMail>supplierinvoice@company.com</cbc:ElectronicMail>
    </cac:Contact>
  </cac:Party>

```

Please note that NCC validates the reference number towards the receiving NCC corp.id/organization number, meaning that the reference number must be valid and exist in the correct receiving NCC company.

FINLAND

Technical details electronic invoices

See below for information and details about how we expect information to be sent on the invoice-XML.

TEAPPS:

Project number/cost center/accounting unit:

```
<INVOICE>
  <HEADER>
    <ORDER_REFERENCE>124211</ORDER_REFERENCE>
```

```
<INVOICE>
  <HEADER>
    <ORDER_INFORMATION ORDER_TYPE="CO">
      <ORDER_NUMBER>12345678</ORDER_NUMBER>
```

NOTE: If there is an NCC's order number then it shall be sent along with Project reference separated with a / in above ORDER_NUMBER or ORDER_REFERENCE fields. E.g below

```
<INVOICE>
  <HEADER>
    <ORDER_REFERENCE>124211/12345678</ORDER_REFERENCE>
```

```
<INVOICE>
  <HEADER>
    <ORDER_INFORMATION ORDER_TYPE="CO">
      <ORDER_NUMBER>124211/12345678</ORDER_NUMBER>
```

Receiving NCC company/organization:

```
<RECEIVER>
  <CUSTOMER_INFORMATION>
    <VAT_NUMBER>FI17655142</VAT_NUMBER>
  <ORGANIZATION_NUMBER>1765514-2</ORGANIZATION_NUMBER>
```

Supplier's bank information:

```
<PAYEE>
  <BANKS>
    <SWIFT_CODE>DABAFIHH</SWIFT_CODE>
    <IBAN_ACCOUNT_NUMBER>accountnumber</IBAN_ACCOUNT_NUMBER>
  </BANKS>
  <DETAILS_OF_PAYMENT>
    <FI_PAYMENT_REFERENCE>Paymentreference</FI_PAYMENT_REFERENCE>
  </DETAILS_OF_PAYMENT>
</PAYEE>
```

Supplier email-address

```
<PAYEE>
  <CUSTOMER_INFORMATION>
    <CONTACT_INFORMATION>
      <CONTACT_PERSON>Pysäköintilaitos
      Niittyk</CONTACT_PERSON>
```

<CONTACT_PERSON_FUNCTION>Sales
 Representative</CONTACT_PERSON_FUNCTION>
 <TELEPHONE_NUMBER>+358
 51</TELEPHONE_NUMBER>
 <E-MAIL_ADDRESS>
 supplierinvoice@company.com </E-
 MAIL_ADDRESS></CONTACT_INFORMATION></CUST
 OMER_INFORMATION>

Finvoice:

Project number/accounting unit:

<InvoiceDetails>

<BuyerReferenceIdentifier>value</BuyerReferenceIdentifier>

<InvoiceDetails>

<OrderIdentifier>value</OrderIdentifier>

Receiving NCC company/organization:

<SellerPartyDetails>

<SellerPartyIdentifier>0849307-3</SellerPartyIdentifier>

Supplier's bank information

<SellerInformationDetails>

<SellerAccountDetails>

<SellerAccountID

IdentificationSchemeName="IBAN">FI3515xxxxxxxxxxxx</SellerAccountID>

<SellerBic

IdentificationSchemeName="BIC">NDEAFIHH</SellerBic></SellerAccountDetails></SellerInformationDetails>

Supplier email-address

<SellerInformationDetails>

<SellerCommonEmailAddressIdentifier>supplierinvoice@company.com

</SellerCommonEmailAddressIdentifier>

PEPPOL

Project number/cost center/accounting unit reference tags.

If **at least one** of these 3 fields are found in supplier xml-file, it will be read as project number/accounting unit and validated vs receiving NCC company organization number.

1. BuyerReference
2. OrderReference
3. AccountingCost

<cbc:BuyerReference>nnnnnnnn</cbc:BuyerReference>

<cac:OrderReference>

<cbc:ID>nnnnnnnn</cbc:ID>

<cbc:AccountingCost>nnnnnnnn</cbc:AccountingCost>

Receiving NCC company/organization:

```
<cac:AccountingCustomerParty>  
<cac:PartyLegalEntity>  
<cbc:RegistrationName>NCC Company Name</cbc:RegistrationName>  
<cbc:CompanyID schemeID"0216"> OVT-code NCC  
company</cbc:CompanyID>  
</cac:PartyLegalEntity>
```

Supplier's bank information:

Account-number information to the supplier, note that it can be several in the block PaymentMeans, example below:

```
<cac:PaymentMeans>  
  <cbc:PaymentMeansCode>30</cbc:PaymentMeansCode>  
  <cbc:PaymentID>Paymentreference</cbc:PaymentID>  
  <cac:PayeeFinancialAccount>  
    <cbc:ID>bankaccountnumber</cbc:ID>  
  </cac:PayeeFinancialAccount>
```

Supplier email-address:

```
<cac:AccountingSupplierParty>  
  <cac:Party>  
    <cac:Contact>  
      <cbc:ID>N/A</cbc:ID>  
      <cbc:Name>N/A</cbc:Name>  
      <cbc:ElectronicMail>supplierinvoice@company.com  
</cbc:ElectronicMail>
```

Please note that **NCC validates the reference number towards the receiving NCC corp.id/organization number**, meaning that the **reference number** must be **valid** and exist **in the correct receiving NCC company**.