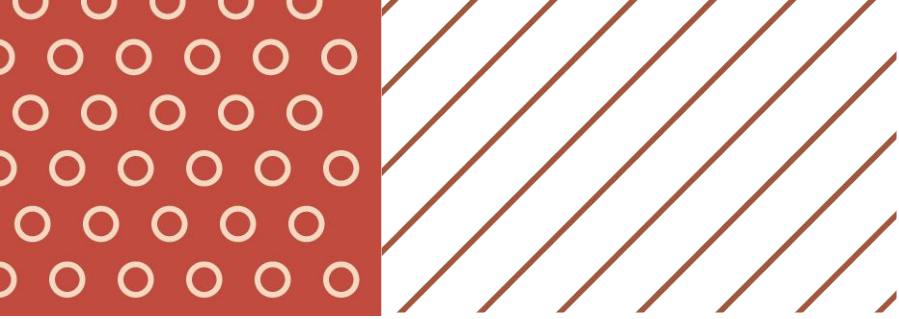# Access Point Migration & Exit Focus Group

Meeting 1 - 26 May 2022
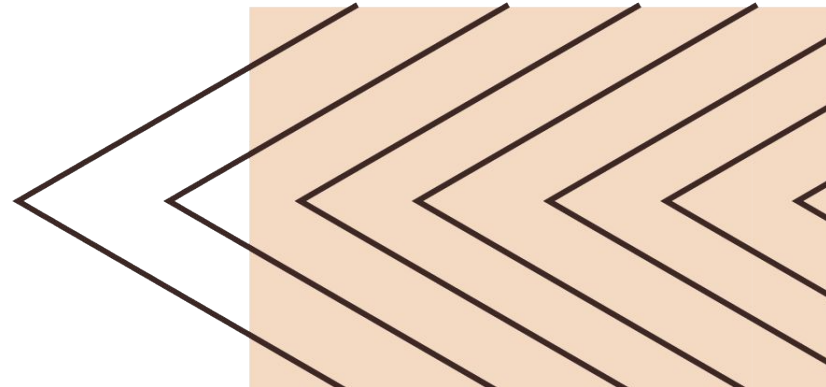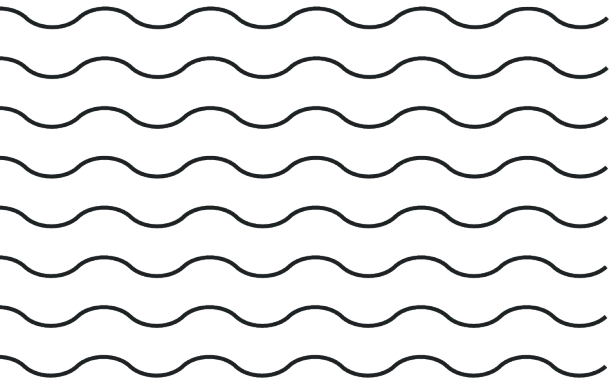
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Acknowledgement of Country

Expectations of Attendees

- Be representative, including faithfully and openly representing non-members
- Engage in constructive, open and frank discussion in bringing a members' perspective to group discussion (excluding commercial sensitivities)
- Members of the group will act professionally, interact and communicate with courtesy and diplomacy and use appropriate language during meetings
- Members will not directly reference by name, brand, or other identifying attributes any implementations, solutions or service offerings provided by other membres or non-members, including but not limited to discussion of:
  - Peppol standards compliance;
  - Operational performance issues; or
  - Direct customer or trading partner feedback;
  unless the reference is constrained to the members own solution or explicit permission has been provided by the other member or non-member.
- Members of the group will not use their membership for any commercial advantage, including marketing
- Members of the group will not take unfair access to privileged information
- Act in the best interests of the Peppol framework and the A-NZ economy

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Questions for Discussion

Problem Statement: Whilst OpenPeppol have developed processes for Access Point Migration and exit, the processes do not address some potential business implications. Guidance for end users and service providers is required in order to minimise interruption to business operations.

- Three participants involved?
    - Corner 1, current Corner 2, new Corner 2; or
    - Corner 4, current Corner 3, new Corner 3

- Why does Access Point migration and exit happen?
    - Corner 1 or 4 wants to switch (commercial decision, most likely a single switch or switching a 'small batch')
    - An ERP/accounting package changes integration partner for Peppol (commercial decision, most likely a bulk switch)
    - Corner 2 or 3 ceases to be an AP (commercial decision/forced to cease, most likely a bulk switch)
        - Graceful exit with time to exit, supportive/unsupportive handover of customers
        - Sudden exit/ceases, supportive/unsupportive handover of customers

- Who initiates the switch?
- What is the process/workflow?
- Technically how does the actual switch happen?
- What is an acceptable outage?
- What roles does the Peppol Authority play?

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