

# WHAT YOU NEED TO KNOW ABOUT eINVOICING

THE EUROPEAN eINVOICING DIRECTIVE REQUIRES ALL PUBLIC BODIES TO BE ABLE TO RECEIVE AND PROCESS ELECTRONIC INVOICES WHICH COMPLY WITH THE EUROPEAN STANDARD (EUROPEAN DIRECTIVE 2014/55/EU)



## eINVOICE JOURNEY



**WHAT IS AN eINVOICE?**  
AN INVOICE THAT HAS BEEN ISSUED, TRANSMITTED AND RECEIVED IN A **STRUCTURED ELECTRONIC FORMAT** WHICH ALLOWS FOR **AUTOMATIC AND ELECTRONIC PROCESSING**



PUBLIC BODY



SERVICE PROVIDER



ACCESS POINT



**APRIL 2019**  
COMPLIANCE DATE:  
CENTRAL GOVERNMENT

THERE IS NO REQUIREMENT ON SUPPLIERS IN IRELAND TO SEND eINVOICES TO IRISH PUBLIC BODIES AT THIS TIME

**BUSINESSES CAN "CONNECT ONCE AND CONNECT TO ALL"**

PUBLIC SECTOR ENTITIES ACROSS EUROPE THROUGH THE PEPPOL NETWORK (PAN EUROPEAN PUBLIC PROCUREMENT ONLINE)



eINVOICING ENABLES COST SAVINGS AND HELPS MODERNISE PUBLIC ADMINISTRATION ACROSS EUROPE SUPPORTING THE MOVE CLOSER TO A **DIGITAL SINGLE MARKET**

THE OGP WILL FACILITATE SOLUTIONS FOR PUBLIC BODIES FOR FURTHER UPDATES CHECK [WWW.OGP.GOV.IE](http://WWW.OGP.GOV.IE)



Oifig um Sholáthar Rialtais  
Office of Government Procurement

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# eInvoicing - Public Bodies Checklist

Public bodies need to consider the following:



Is your Public Body part or scheduled to be part of a financial shared services solution or involved with a coordinating body?

 **YES**

Project managers from sectoral financial shared services facilities and coordinating bodies are working with eInvoicing Ireland to prepare for compliance. (e.g. NSSO-FSS, HSE-HBS, LGMA, Education Shared Business Services).

 **YES**

**But After April 2019**

Your organisation will need to:

- a) Develop a plan to ensure compliance with the European Directive on eInvoicing in the interim period.
- b) Continue to liaise with the shared services project managers.

 **NO**

Your organisation will need to develop a plan to ensure compliance with the EU Directive on eInvoicing and should consider its broader eInvoicing requirements.

## 3 STAGES TO COMPLIANCE: SPRING 2018 – SPRING 2019

### 1. AWARENESS: YOUR ORGANISATION SHOULD BE AWARE OF:

- the **obligations** of the European Directive on eInvoicing
- the **national approach** to facilitating Public Bodies to achieve compliance
- the **implications** for the organisation's current invoice processing environment and its impact on suppliers (see over leaf)

### 2. UNDERSTANDING: YOUR ORGANISATION SHOULD:

- **understand** the plans the shared services facility or coordinating body is developing to achieve eInvoicing compliance and how to advise suppliers.

- **understand** the eInvoicing solutions that will be available to procure through the OGP framework (monitor [www.ogp.gov.ie/eInvoicing](http://www.ogp.gov.ie/eInvoicing))

- **identify** requirements and the type of eInvoicing solution needed to ensure compliance for the interim period.

- **understand** the eInvoicing solutions that will be available to procure through the OGP framework (monitor [www.ogp.gov.ie/eInvoicing](http://www.ogp.gov.ie/eInvoicing))

- **identify** requirements and the type of eInvoicing solution needed to ensure compliance and the broader benefits of eInvoicing.

### 3. ACTION: YOUR ORGANISATION SHOULD:

- **maintain** contact with your shared services project managers or coordinating body, supporting their plans to achieve compliance.

- **consider** the OGP eInvoicing Framework, (available Q4, 2018) to procure a solution.
- **establish** an eInvoicing capability to achieve compliance while in transition to the shared services facility.

- **consider** the OGP eInvoicing Framework, (available quarter 4, 2018) to procure a solution.
- **establish** an eInvoicing capability to achieve compliance and enable the broader benefits of eInvoicing.



eInvoicing Ireland will be providing tools and information over the course of 2018 to support Public Bodies in planning, and taking the necessary steps to become compliant.



Keep an eye on [www.ogp.gov.ie/einvoicing](http://www.ogp.gov.ie/einvoicing) for further updates and information