

Skanska Invoice requirements

Skanska invoice specifications for PEPPOL invoices

Introduction and definition

The invoice issuer, hereby referred to as supplier or SUP, must send all debit and credit invoices to Skanska Norway, hereby referred to as Skanska or the customer, in an electronic format. Invoices sent by mail, email, telefax or other non-automated electronic means will be declined.

Electronic invoices sent to Skanska must adhere to the PEPPOL BIS Billing 3.0 format for debit and credit invoices. Skanska's Peppol access point for invoices is [Logiq.no](#).

Invoices sent to Skanska should include all relevant data points regarding product specifications, price, environmental information, supplier party(ies) and any other relevant information regarding the product or services delivered. The information included in the invoices sent to Skanska must as a minimum satisfy the requirements for "[Lov om virksomheters åpenhet \(Åpenhetsloven\)](#)" (transparency act), Skanska's environmental information requirements, basic information about price and SUP for the fulfillment of payment and other information in accordance with the Norwegian laws.

Information that is included in the invoice must be in accordance with established standards such as relevant ISO or NS/EN standards. An example of a relevant standard is EN 15804 for EPD (Environmental product declaration) information for construction works. Environmental information included in the invoice should adhere to this standard unless there are well documented reasons for why this standard is not relevant or applicable for the given environmental information. The suppliers must inform Skanska in instances where it is necessary to deviate from established standards.

This attachment lays out Skanska's general requirements related to which information is to be included in invoices. Skanska does, however, reserve the right to request considerably more detailed information if it is deemed necessary. An example of such circumstances is Skanska's need to fulfill contractual obligations in relation to specific projects. Another example is Skanska's app named "forbruk" (translation: consumption), which serves as a platform for gathering more detailed environmental information for Skanska specific Skanska projects. Any obligatory use of "forbruk" by Skanska's suppliers will be explicitly defined in project specific contracts between the supplier and Skanska.

General requirements for detailed invoice information

The invoice must adhere to all PEPPOL requirements.

Peppol BIS Billing 3.0		
Desired Information	Description	Peppol Reference
Buyers Project number	Valid Skanska Project number is required, only numerical values (no	cbc:BuyerReference

	letters).	
LEV email	An e-mail address for the contact point for communication about information content in the invoice.	cac:AccountingSupplierParty/cac:Party/cac:Contact/cbc:ElectronicMail
The name of the Item in text	The Item Name MUST be understandable for the reader. The Item text must limit the use of special symbols as much as possible. Example of special symbols: %"#	cac:InvoiceLine/cac:Item/cbc:Name
LEV Article number	LEV Item Identification must be the same identification key as for LEVs product register. As an example, the identification key on the invoice for a pair of shoes cannot be concatenated with the size of the shoes. If the identification key in the product register is without shoe size, price match is impossible. Leading zeros in Sellers Item Identification must be present.	cac:SellersItemIdentification
StandardItemIdentification	GTIN or GTIN-S Mandatory when available. Leading zeros in GTIN must be present. If GTIN is not available use NOBB-nummer , Elnummer or NRF-nummer . All Codes in accordance with ISO 6523 ICD list (GTIN 0160) LEV Identification for Services & Packaging cost must follow the NOBB nomenclature .	<cac:StandardItemIdentification><cbc:ID schemeID="0160">"GTIN Code"</cbc:ID>
The product's code in United Nations Standard Products and Services Code	In accordance with UNCL7143 the UNSPSC code is (TST)	cac:InvoiceLine/cac:Item/cac:CommodityClassification/cbc:ItemClassificationCode
ETIM, the international classification standard for technical products	In accordance with BEAst 4.0	ETIM_Class
The origin country of the item	In accordance with Norwegian legislation, we must register the	cac:InvoiceLine/cac:Item/cac:OriginCountry/cbc:IdentificationCode

	country of origin	
Re-calculation of invoiced unit price	In order to be able to control the calculation done by LEV which gives the invoiced unit price, we need all entities described in the cac:Price chapter.	cac:InvoiceLine/cac:Price

Environmental information

Environmental information includes, in this context, Co2 emission numbers, calculations and classification systems for a specified product or a specific product group.

Skanska is dependent on automated data gathering to fore fill increasingly strict environmental obligations. These obligations stem from new societal norms and rules in relation to environmental reporting and sustainability goals.

One crucial part of this puzzle is the different entities in an invoice and the data they contain. Environmental data for a given product should be placed in the invoice field "[AdditionalItemProperty](#)" for Peppol Bis Billing 3.0 invoices. [AdditionalItemProperty](#) is an invoice field that allows the sender to put in whatever information they want. Skanska requires the information put into [AdditionalItemProperty](#) to be agreed upon in advance by both the supplier and Skanska, this minimizes the chance for confusion and misunderstandings. Additional item property can be repeated x- amounts of times. As a way of making this agreement process run smoothly Skanska has chosen to use the standard [Beast Supply 4.0](#). as a common framework in which the supplier delivers information to Skanska. Beast Supply 4.0 contains a lot of entities and Skanska has chosen 53 of these entities as data points we need from all suppliers. There are cases where one or several of these 53 entities are not applicable. An example would be PEFC (The Program for the Endorsement of Forest Certification) certification, this certification would not be applicable if you sell concrete products to Skanska. One can then skip this data point as it is not applicable. All other applicable entities should however be included in the "[AdditionalItemProperty](#)" fields in the xml file of the invoice.

Peppol BIS Billing 3.0		
Desired Information	Description	Peppol Reference
Greenhouse gas information, Base quantum	<p>CO2 values <u>must</u> be kg CO2 eq(100 years)</p> <p>Invoiced price quantum often differs from greenhouse base quantum. Then a conversion factor from invoiced quantum to kg CO2 eq(100 years) must be applied</p> <p>Example <cac:AdditionalItemProperty> <cbc:Name></p>	cac:AdditionalItemProperty/Name

	EPD_Data:Conversion factor to mass (kg) per declared unit </cbc:Name> <cbc:Value>Insert value </cbc:Value> </cac:AdditionalItemPr operty>	
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Below is a list of the environmental entities Skanska wants to receive per product invoiced. These are in accordance with BEAst Supply 4.0. These entities can be found in the BEAst supply 4.0 documentation on page 36-40.

Beast Supply 4.0
ETIM_Class
PEFC_85%
PEFC_70%
PEFC_100% LE
PEFC_100% XX
FSC_100%
FSC Mix 70%
FSC Recycled
FSC_MIX Credit
PEFC_CS
FSC_CW
Svanemerket
IF_generic_data_used
Generic_data_source
EPD_Data:EPD registration number
EPD_Data:EPD date set valid unit
EPD_Data:name of owner
EPD_Data:EPD program operator
EPD_Data:name of verifier's organisation
EPD_Data:Conversion factor to mass (kg) per declared unit
EPD_Data:EPD owner email
EPD_Data:Responsible email
EPD_Data:Net weight of product
EPD_Data:EN 15804:2012+A1:2013
EPD_Data:EN 15804:2019+A2:2019
EPD_Data:declared unit
EPD_Data:reference service life according to ISO 15686-8
EPD_GWP:A1

EPD_GWP:A2
EPD_GWP:A3
EPD_GWP:A1-A3
EPD_GWP:A5
EPD_GWP:B1
EPD_GWP:B2
EPD_GWP:B3
EPD_GWP:B4
EPD_GWP:B5
EPD_GWP:B6
EPD_GWP:B7
EPD_GWP:C1
EPD_GWP:C2
EPD_GWP:C3
EPD_GWP:C4
EPD_GWP:Biogenic_A1-A3_Total_2019
EPD_GWP:Fossil_A1-A3_Total_2019
EPD_GWP:LULUC_A1-A3_Total_2019
EPD_GWP:A1-A3_Total_2019
EPD_GWP:Biogenic_A4_2019
EPD_GWP:Fossil_A4_2019
EPD_GWP:LULUC_A4_2019
EPD_GWP:GWP_Total_A4_2019
EPD_GWP:GWP_Total_A4_2019
EPD_GWP:A5_Total_2019

Translation/clarification:

Svanemerke: Property declaration scheme in the Nordics