



**CONSTRUCTION INDUSTRY SCHEME (CIS) ONLINE
ELECTRONIC FILING ENABLED SOFTWARE
INSTRUCTIONS FOR GAINING EDI RECOGNITION**

Introduction

Software developers and EDI trading partners developing their own software (known as “vendors” throughout the rest of this document) can apply to HM Revenue & Customs (HMRC) to have their software “recognised” by HMRC.

The testing included in this recognition process will give the HMRC confidence that the vendors software is capable of formatting files into a valid EDIFACT or GFF format.

When recognition testing is completed to the HMRC standard, the vendors’ software will be included in the list of recognised software on the HMRC website.

To gain EDI Recognition for CIS

In order to access the EDI recognition test service, EDI vendors must obtain a vendor id from [Software Developers Support Team](#) (SDS Team). Software developers who do not have a PAYE reference will be given a pseudo reference to enable them to submit tests.

If your product restricts the submission of any of the data requested in the Scenarios document you will need to provide the SDS Team with an explanation. When sending in your files for examination, you must advise the SDS Team of any additional data that you have included in your output, which was not provided nor requested in the scenario documents.

You must also provide the SDS Team with an explanation for any scenarios that you do not submit.

Communications link

The recognition test service is an automated service. The combination of the test flag and the vendor id will ensure the submission is directed to the correct service.

Access to the test service is by the vendors EDI existing link e.g. VAN, ISDN or e-mail. If you do not have an existing communication link, contact the [SDS team](#).

Recognition Scenarios

To gain recognition certain test scenarios must be submitted to the HMRC. These scenarios can be found by following the attached links
<http://www.hmrc.gov.uk/ebu/scenario-docs-verification.pdf>
<http://www.hmrc.gov.uk/ebu/scenario-docs-monthlyreturn.pdf>

Please refer to the relevant scenario document. The document gives details of each scenario for which you will need to generate valid files in the correct format (GFF or EDIFACT).

You should report any problems you experience with the Scenarios to the Software Developers Support Team on 01274 534666 or email sdsteam@hmrc.gsi.gov.uk

Once you have generated the flat files for the scenarios appropriate to your product, and they have been through the normal test service, you must send them via email to the [Software Developers Support Team](#).

Please note

The data contained in the scenario documents and the resulting output generated only demonstrate a selection of data that can be sent via EDI. Therefore, when developing your software product, it is **strongly recommended** that you carry out thorough product testing over and above the data that is provided in the scenario documents. If you do not intend to gain recognition, you can still use the scenario data provided to assist with development of your product. Gaining EDI recognition is optional but recommended.

Verification Scenarios

The CIS Online verification service is different from many other services provided by HMRC in that as well as receiving a success or failure response you will also receive - in successful cases - business data in the verification reply. In the test service we are do not support live data and **are only able to support verification requests that match the test scenarios**. Successful verification requests that do not match the test scenarios will always receive the same reply - a generic reply that is listed within the recognition test cases.