

Trading Partner Agreement & Trading Partner Worksheet Frequently Asked Questions

Why is there a Trading Partner Agreement and a Trading Partner Worksheet?

The original Trading Partner Agreement (TPA) has been separated with the intent of dividing the legal language from the technical specifications (contained in the original TPA Exhibit). The revised TPA contains legal language and a revised Exhibit. The revised Exhibit contains only the non-technical portions of the original Exhibit. The technical portions of the original Exhibit have been incorporated into the Trading Partner Worksheet (TPW). Industry and overall technical experience indicate that while the legal language/arrangements remain the same, many of the technical details change over the course of time. Separation of these documents provides trading partner(s) the ability to administer changes independently of one another. For example, a trading partner's technical manager or staff may administer changes to the TPW while a legal department may administer changes to the TPA. The TPA and TPW are still considered NAESB WGQ Standard No. 6.3.3 and collectively indicate the entire understanding between the trading partners regarding EDI.

What is the impact of Trading Partner Worksheet on the Trading Partner Agreement?

The TPW has been created to focus on technical details that enable the two parties to electronically communicate with one another. These details often change over time during the normal course of business at one or both of the trading partners. By separating the technical details from the "legal" language it allows companies to delegate the signature authority for technical changes to a department other than legal. The TPW is still a significant part of the overall understanding between the two trading partners and works in conjunction with the TPA to facilitate electronic communications, data transfer to/from each trading partner.

Why is Contact Information included in the Trading Partner Agreement Exhibit and the Trading Partner Worksheet?

The contact information in the TPA Exhibit is intended to be a legal or contractual contact for each trading partner. TPA paragraph 4.8 refers to providing termination notice to the party listed in the Exhibit. This person is in all likelihood a contractual or legal representative of the Trading Partner and not necessarily the business or technical contact listed in the TPW.

What modifications were made to the Trading Partner Worksheet that were not in the original Trading Partner Agreement Exhibit?

The TPW is a compilation of technical specification elements captured from various sources. Most elements exist(ed) in the technical portion of the original TPA Exhibit or Internet ET Appendix C - Sample Technical Exchange Worksheet. Some new elements were captured based on other commonly used technical setup information. Examples of new elements are: supported dataset/standards version, supported dataset separators, like information has been similarly formatted and appropriately grouped.

What is meant by "designated representative" in the Trading Partner Worksheet?

A trading partner may choose to appoint a specific person or persons who have the authority to complete and distribute changes to the TPW. Such appointment is at the discretion of each trading partner according to its own business practices.